



Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

AGENDA COMMON COUNCIL

Tuesday, May 7, 2013

**To immediately follow the 6:30 p.m. Committee of the Whole meeting
Common Council Chambers, 224 East Jefferson Street**

Council Members

Mayor Robert Miller
Robert Prailes, Alderman, 1st District
Edward Johnson, Alderman, 1st District
Peter Hintz, Alderman, 2nd District
Ruth Dawidziak, Alderman, 2nd District
Tom Vos, Council President and Alderman, 3rd District
Jon Schultz, Alderman, 3rd District
Tom Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

Student Representatives

Cullen Vos, Burlington High School
Alexa Aguirre, Burlington High School

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Citizen Comments.
4. Chamber of Commerce Representative.
5. Approval of the Common Council minutes for April 16, 2013. *(R. Prailes)*
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads.
8. Reports 1-11: *(E. Johnson)*
9. Payment of Vouchers. *(P. Hintz)*
10. Licenses and Permits. *(R. Dawidziak)*
11. Appointments and Nominations: None
12. Public Hearings: None

13. **RESOLUTIONS:**

- A. Resolution 4611(1) to approve the award of the City of Burlington Tree Inventory and Database Development, Urban Forestry Management Plan, Emerald Ash Borer (EAB) Plan, and Employee Training Project to Wachtel Tree Service in the amount of \$35,475. This item was discussed at tonight's Committee of the Whole meeting. *(T. Vos)*
- B. Resolution 4613(3) to authorize SSA Design Group, Inc. to submit an application for a Wisconsin Department of Natural Resources Grant for improvements to Wehmoff Jucker Park. This item was discussed at tonight's Committee of the Whole meeting. *(T. Preusker)*
- C. Resolution 4614(4) to authorize SSA Design Group, Inc. to submit an application for a Wisconsin Department of Natural Resources Grant for improvements to the Sunset Park Trial. This item was discussed at tonight's Committee of the Whole meeting. *(R. Prailes)*

14. **ORDINANCES:**

None

15. **MOTIONS:**

- A. Motion 13-756 to approve a Certificate of Appropriateness Application in the HPC Overlay District for 336 N. Pine Street. This item was discussed at tonight's Committee of the Whole meeting. *(E. Johnson)*

16. **ADJOURNMENT** *(R. Dawidziak)*

Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.



CITY OF BURLINGTON

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Common Council Agenda Item Number: 5	Date: May 7, 2013
Submitted By: Diahnn Halbach, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the minutes from April 16, 2013 Common Council meeting. Staff recommends approval of these minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these minutes at the May 7, 2013 Common Council meeting.



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**City of Burlington
Official Minutes
Common Council
Robert Miller, Mayor
Diahn C. Halbach, City Clerk
April 16, 2013**

1. CALL TO ORDER - ROLL CALL

Mayor Bob Miller called the meeting to order at 6:34 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Steve Rauch, and Tom Preusker. Excused: Katie Simenson

Student Representative present: Cullen Vos and Alexa Aguirre

Also present: City Attorney John Bjelajac, Judge Marvin V. Daniel, Director of Administrative Services Megan Watkins, Police Chief Peter Nimmer, Treasurer Steve DeQuaker, Public Works Director Craig Workman, Public Works Supervisor Dan Jensen, Library Director Gayle Falk, Fire Chief Dick Lodle, and Tom Foht of Kapur Engineering.

2. APPROVAL OF CITY COUNCIL MINUTES FOR MARCH 19, 2013

A motion was made by Rauch with a second by Vos to approve the council minutes from March 19, 2013. With all in favor, the motion carried.

3. ELECTION REPORT FROM APRIL 2, 2013 SPRING ELECTION

Mayor Miller presented the April 2, 2013 Spring Election Report to the Council for their review.

4. PUBLIC HEARING

A. A Public Hearing was called to order by Mayor Miller at 6:35 p.m. to discuss amending the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 32435 Yahnke Road and property along South Pine Street from Medium and High Density Residential, Secondary Environmental Corridor and Recreational to Extractive/Industrial, Commercial and Primary Environmental Corridor.

Dawidziak asked for clarification of the difference between Extractive/Industrial and Quarry/Industrial. Mayor Miller responded that it's basically the same thing just a different description except that there wouldn't be any digging or making of a quarry; they would just be extracting off the top to make it level.

There was no further discussion. A motion to close the public hearing was made by Prailes and seconded by Vos. With all in favor, the motion carried. Mayor Miller declared the closing of the Public Hearing at 6:36 p.m.

5. ORDINANCES

A. Ordinance 1964(18) to annex territory located on S. Pine Street with permanent zoning of B-1, Neighborhood Business District to the City of Burlington.

A request for a second reading and a motion to approve was made by Prailes with a second by Hintz.

Roll Call – Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Preusker, and Rauch. Motion carried 7-0.

B. Ordinance 1965(19) to consider amending the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 32435 Yahnke Road and property along South Pine Street from Medium and High Density Residential, Secondary Environmental Corridor and Recreational to Extractive/Industrial, Commercial and Primary Environmental Corridor.

A request for a second reading and a motion to approve was made by Vos with a second by Johnson.

Roll Call – Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Preusker, and Rauch. Motion carried 7-0.

C. Ordinance 1965(20) to consider amending the Official Zoning Map by rezoning property located at 32435 Yahnke Road and along S. Pine Street from Rs-1 and Rs-2, Single-Family Residential District; Rm-2, Multi-Family Residential District; P-1, Park District; and C-1, Conservancy District to Q-1, Quarrying District; B-1, Neighborhood Business District; and C-1, Conservancy District.

A request for a second reading and a motion to approve was made by Rauch with a second by Vos.

Roll Call – Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Preusker, and Rauch. Motion carried 7-0.

6. ADMINISTRATION OF OATH OF OFFICE TO NEWLY ELECTED OFFICIALS BY HONORABLE MARVIN V. DANIEL, JUDGE

Prior to administering the Oath of Office, Mayor Miller presented Alderman Steve Rauch with a plaque and thanked him for his six years of service. Rauch, in turn thanked his fellow aldermen, city staff, Mayor Miller and all the people he has worked with over the years.

The following were given the oath of office by Judge Marvin V. Daniel:

- Alderman First District Robert Prailes
- Alderman Second District Peter Hintz
- Alderman Third District Jon Schultz, II
- Alderman Fourth District Todd Bauman

7. ROLL CALL OF NEW COUNCIL

Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker, and Todd Bauman.

8. APPOINTMENT OF TELLERS

The mayor appointed Megan Watkins and Attorney John Bjelajac as tellers.

9. ELECTION OF COUNCIL PRESIDENT

Prailes nominated Vos for council president with a second from Dawidziak. A motion was made by Hintz to close the nominations with a second by Johnson. Being no other nominations, Vos was elected council president.

9. ELECTION OF ALDERMANIC REPRESENTATIVES TO CITY PLAN COMMISSION

A motion was made by Vos with a second by Hintz to nominate Prailes to the Plan Commission. A motion was made by Prailes with a second by Bauman to nominate Vos to the Plan Commission. A motion was made by Hintz with a second by Johnson to close the nominations. Being no other nominations, Vos and Prailes were elected to the Plan Commission.

10. ELECTION OF ALDERMANIC REPRESENTATIVE TO THE BOARD OF PUBLIC WORKS

A motion was made by Prailes with a second by Vos to nominate Hintz to the Board of Public Works. A motion was made by Johnson with a second by Dawidziak to close the nominations. Being no other nominations, Hintz was elected to the Board of Public Works.

11. PAYMENT OF VOUCHERS

A motion was made by Hintz with a second by Vos to approve the pre-pays, vouchers and reimbursements in the amount of \$2,178,882.54. Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker, and Bauman. Nay: None. Motion carried 8-0.

12. LICENSES AND PERMITS

A motion was made by Vos with a second by Prailes to approve the licenses as presented. With all in favor the licenses were approved.

13. STATE OF THE CITY ADDRESS

The mayor presented the following "State of the City" address to the council members, department heads and visitors:

Good evening and welcome. I'd like to extend a welcome to newly-elected City Aldermen John Schultz in District 3 and Todd Bauman in District 4. Congratulations should also go to those City Aldermen who were re-elected to office: Bob Prailes and Peter Hintz. I extend my sincere thanks to our outgoing aldermen, Steve Rauch and Katie Simenson for their years of service to the City. Both of them have shown their desire to serve and do what is right for the City and its citizens.

This past year the City again worked through the traffic problems of road construction. Milwaukee Avenue was rebuilt, as well as several local streets. The saying of "You can't get there from here" was heard throughout the City. I would like to thank the citizens and companies that were affected for their patience while these improvements were made.

In January of this year the Echo Lake Foods suffered a major fire that destroyed the production area of the plant. The fire affected the jobs of 300 employees of the plant, and required over 90 fire departments to respond. I probably should not be surprised any more by what the people of Burlington can and will do, but the amount of support for the firemen and the employees of Echo Lake Food is outstanding. The donating of food and money to assist in this disaster has been nothing short of phenomenal.

As in 2012, 2013 will again see improvements to the city. We will be rebuilding many city streets and making infrastructure improvements. I again ask our citizens for patience during the construction season.

Our city is still growing even in this tough economy. This year, O'Reilly auto parts will start construction, Air Liquide will under go a major expansion, Verallia plant will also see the installation of a new glass furnace. A new apartment building on the corner of Bridge Street and State Street will begin this year. We have also received several inquiries from new companies that are looking to Burlington as a possible city to relocate or expand their operations.

Over the next year many important issues will come before this Council for review and action. We must work closely together to serve the people of Burlington and their interests. This past year has been a difficult time for many families, businesses and organizations. We cannot lose sight of this reality. Yet, while there are challenges to face, our community has the durability, vitality, vision and resources to meet them along with the optimism and goodwill needed to build better lives and a better City.

Every day I am reminded that one of the City's greatest resources is our workforce. This administration has worked hard to make municipal operations more effective, efficient and transparent. The new Performance Dashboard program that is up and running on our website allows anyone to look at how the city is operating. It allows our citizens to clearly see how the City is spending their tax dollars year by year, as well as showing what work has been done throughout the city. I was recently told that the Wisconsin League of Municipalities has been advising other cities in the state to look at our budgeting process and how it is put together as a great model to follow. I commend our staff on their dedication and efforts in this achievement.

The City is in sound financial shape. Standard & Poor's has raised our Bond Rating which places the City as one of the highest rated cities in the state. Our budget for 2013 was set in December and provides for the funding of all City services, as well as preserving a 25+% reserve fund. However, this Council will have some very challenging problems. These problems will not only be challenging to the budget, long term health care for our city and our railroad crossing and quiet zones will also need to be decided.

This year the City will continue to work with companies and business that are looking to relocate or expand. As in the past we will carefully analyze the project and the costs involved to insure that the project is a good fit and that it does not exceed the City's capacity to provide the incentive.

In closing, I would like to thank the out going Council, as well as City Staff for the past accomplishments and the hard work that has kept this city moving forward. To the new Council, I challenge you to keep the city a great place to live, work and play, and to keep our great city moving forward.

Thank-you

Mayor Robert Miller

14. APPOINTED ALDERMANIC REPRESENTATIVES

Committee/Board	Current Appointment	New Appointment
Airport Committee	Tom Preusker	Ruth Dawidziak
ChocolateFest Committee	Katie Simenson	Ed Johnson
Community Development Authority	Peter Hintz	Todd Bauman
Historic Preservation Committee	Ed Johnson	Tom Preusker
Library Board	Steve Rauch	Peter Hintz
Park Board	Robert Prailes	Robert Prailes
Western Racine County Health Dept.	Ruth Dawidziak	Jon Schultz

15. OTHER APPOINTMENTS

Current Appointment	New Appointment	Board/Commission/Authority	Term Expires
Bob Hartwick	Bob Hartwick	Board of Review	05/01/2018
Robert Musgrave	Robert Musgrave	Board of Review	05/01/2018
Charles Stubley	Charles Stubley	Burlington Housing Authority	05/01/2018
Penny Torhorst	Penny Torhorst	Library Board	05/01/2016
Scott Johnson	Scott Johnson	Library Board	05/01/2016
Clay Brandt	Clay Brandt	Park Board	05/01/2016
John Lynch, Jr.	John Lynch, Jr.	Plan Commission	05/01/2018
Jon Schultz	Lori Hintz	Police & Fire Commission	05/01/2015
Cheryl Mazmanian	Cheryl Mazmanian	Health Officer	05/01/2014

16. ADJOURNMENT

A motion was made by Vos with a second by Schultz to adjourn the meeting. With all in favor, the meeting adjourned at 7:00 p.m.

Meeting Minutes Respectfully Submitted by:



Diahnn C. Halbach
City Clerk
City of Burlington
Racine and Walworth Counties



CITY OF BURLINGTON

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Common Council Agenda Item Number: 8	Date: May 7, 2013
Submitted By: City Staff	Subject: Reports 1-11

Details:

Attached please find the following reports:

- Report 1 – Police & Fire Commission minutes, September 5, 2012
- Report 2 - Library Board minutes, December 18, 2012
- Report 3 - Library Board minutes, January 22, 2013
- Report 4 – Police & Fire Commission minutes, February 6, 2013
- Report 5 – Burlington Housing Authority minutes, February 7, 2013
- Report 6 - Police & Fire Commission minutes, February 20, 2013
- Report 7 – Park Board minutes, February 21, 2013
- Report 8 – Library Board minutes, February 28, 2013
- Report 9 – Plan Commission minutes, March 12, 2013
- Report 10 – Burlington Housing Authority minutes, March 21, 2013
- Report 11 – Committee of the Whole minutes, March 19, 2013

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept these reports at the May 7, 2013 Common Council meeting.

City of Burlington Police & Fire Commission
Meeting Minutes
(AMENDED AT FEBRUARY 6, 2013 PFC MEETING AND APPROVED AT
APRIL 16, 2013 PFC MEETING – SEE SECTION VII.)

Burlington Fire Station
165 West Washington Street
Burlington, WI 53105

September 5th, 2012

I.) Call to Order

The meeting was called to order by John Hotvedt at 5:30 PM

II.) Roll Call

Present:

Jon Schultz, Joe Busch, Jeff Erickson, John Hotvedt, Fire Chief Lodle, Police Chief Nimmer

Excused:

Barb Kopack-Hill

III.) Public Comments

None

IV.) Approval of Past Meeting's Minutes

Minutes from the April 4th, 2012 meeting were presented to the Commission.

Motion to approve the minutes of the past meetings

- Proposed by Joe Busch, seconded by Jeff Erickson
- Passed Unanimously

V.) Police and Fire Commission Business

The Police and Fire Commission welcomes new member, Jeff Erickson.

Motion to approve John Hotvedt as Commission President, Joe Busch as Commission Vice President and Jon Schultz as Commission Secretary

- Proposed by Joe Busch, seconded by Jon Schultz
- Passed Unanimously

Regarding the annual review of the Police & Fire Commission Handbook, President Hotvedt said we did a comprehensive review 2 years ago, and we have no major changes right now. Chief Nimmer and Chief Lodle agreed.

Motion to accept the Police & Fire Commission Handbook without change

- Proposed by Jeff Erickson, seconded by Joe Busch
- Passed Unanimously

VI.) Police Chief's Report and Police Department Business

Chief Nimmer informed the Commission he was offered a position as Police Chief of Whitefish Bay, but chose to stay in Burlington. He thanked the Commission, the City Council and the Mayor for all their support.

Chief Nimmer proposed a new process to establish an eligibility list for hiring patrol officers; discussion ensued.

Motion to approve the attached process to establish an eligibility list for hiring patrol offices

- Proposed by Joe Busch, seconded by Jeff Erickson
- **Passed Unanimously**

VII.) Fire Chief's Report and Fire Department Business

Chief Lodle offered the following personnel updates:

- Volunteers John McCourt, Daniel Bessel and Joel Gomez have been appointed as probationary members.
- Volunteer Mark Wallace has retired
- Volunteer Adam Langridge has ~~retired~~ **[AMENDED: resigned]** as he has moved to Union Grove

Convene in Closed Session

Motion to convene in closed session pursuant to Section 19.85 (1c), Wis. Stats. At 5:49 PM

- Proposed by John Hotvedt, seconded by Jon Schultz
- **Passed Unanimously**

Reconvene in Open Session

Motion to reconvene in open session at 6:10 PM

- Proposed by Joe Busch, seconded by Jeff Erickson
- **Passed Unanimously**

Motion to approve the move for Kevin Garratt from probationary member to permanent volunteer

- Proposed by John Hotvedt, seconded by Joe Busch
- **Passed Unanimously**

Motion to table agenda item 7.d.ii, "The applicant for volunteer membership"

- Proposed by Joe Busch, seconded by Jeff Erickson
- **Passed Unanimously**

VIII.) Adjournment

Motion to adjourn the meeting at 6:18 PM

- Proposed by Joe Busch, seconded by Jeff Erickson
- **Passed unanimously**

**City of Burlington Police Department
Police Officer Hiring Process
2012**

Applications are being accepted to establish an eligibility list for the position of City of Burlington Police Officer. Please note qualifications listed below. Applications must be returned no later than **September 21, 2012 by Noon**.

Steps for Establishing Eligibility List:

1. Complete written application provided by the City of Burlington
2. Written Test
3. Oral Interview with Field Training Officers
4. Oral Interview with Command Staff
5. Oral Interview with Police and Fire Commission

Post Conditional Offer of Employment:

1. Background Investigation
2. Psychological exam
3. Medical exam (to include drug screen)
4. Vision and hearing exam
5. Physical fitness/Physical agility exam

Timeline (this timeline is subject to change at anytime:

- | | |
|---|-------------------------------|
| 1. Applications due: | September 21, 2012 by Noon |
| 2. Written Test: | October 03, 2012 at 9:00 a.m. |
| 3. FTO Interviews: | Week of October 15, 2012 |
| 4. Command Staff Interviews: | Week of October 29, 2012 |
| 5. Police & Fire Commission Interviews: | November 7, 2012 |
| 6. Eligibility List established: | Mid-November |

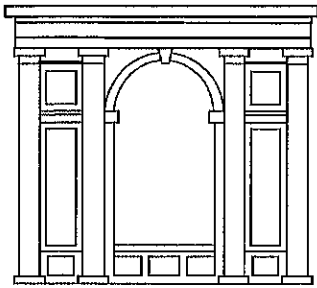
Minimum Qualifications:

1. United States Citizens
2. Minimum 21 years of age at date of hire
3. Valid Wisconsin Driver's License with a good driving record
4. Minimum of 60 college credits (by date of hire) with preference towards a bachelor's degree
5. No felony convictions or disqualifying criminal history
6. Mental and physical ability to perform essential functions of a police officer
7. Must be of good moral character
8. Ability to possess and use all standard law enforcement equipment, techniques, and use of force options

Desired Qualification:

1. Certified or certifiable by the Wisconsin Law Enforcement Standards Board

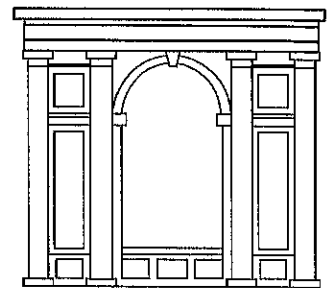
The City of Burlington is an equal opportunity employer



Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105
(262) 342-1130 • Fax (262) 763-1938

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Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, December 18, 2012 in the Burlington Public Meeting Room. Present were Penny Torhorst, Steve Rauch, Peter Smet, M.T. Boyle, and Mike Kelly. Excused were Pat Hoffman, Dianne Boyle, Scott Johnson, Pat Hurley, and high school representative Elle Reda. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and high school representative Adam Schuster.

Torhorst called the meeting to order at 4:00.

Falk introduced our new high school representative, Adam Schuster. He is a Senior at Catholic Central and lives in Burlington. He is the youngest of 4 children.

Minutes of the November 27, 2012 meeting were approved. Smet moved, and Rauch seconded. Motion passed.

The December Prepaids, Reimbursements, and November 2012 General Fund Deposits were discussed and approved. Rauch moved approval and Smet seconded. Motion passed.

Smet moved and Rauch seconded the motion to approve the December 2012 Trust Fund Bills and the November 2012 Trust Fund Deposits. Motion passed.

Committee Reports: Pat Hoffman was not at the meeting so the Director's Evaluation will be postponed to next month.

Federated Library Report: Falk reported that Lakeshores continues to work with the new Administrator of the MidWisconsin Federated Library System.

Old Business:

Friends Update: The Friends group is looking for a new idea for a fundraiser, and Falk asked the Board if there was anything they would like to suggest. Torhorst suggested some new landscaping. M.T. Boyle suggested some more AWE computers for older children. Smet asked how we were set for our handicapped patrons that are visually or hearing impaired. Falk said that we have some helpful devices, but there were newer things on the market such as a hearing loop. Falk said the Friends suggested raising money to extend the Summer Reading program. Falk said she was also going to poll the staff for ideas as well.

Basement Remodel: The basement hallway has been painted. The meeting room and hallway have been carpeted. The 2013 budget includes the basement hallway ceiling project.

Budget Update: Falk reported that the City budget was approved at the December 4th meeting.

New Business:

Home Expo Booth: The Home Expo is in March and we will be having a booth again this year. We hand out magnets with our hours and meet and greet the public.

Library Calendar for 2013: Falk handed out another copy of the 2013 calendar for Board meeting dates and library closing dates. The only comment was that the November meeting should be changed from the 26th to the 19th. The children are on half days the week of the 26th. Kelly moved and Rauch seconded the motion to accept the 2013 calendar with the dates shown with the change from November 26th to the 19th. Motion passed.

Collection Development Policy: The Board discussed changing the current collection development policy to allow purchase of items because of high patron demand. Discussion followed about the fact that parents sign to be responsible for the materials their children check out. Kelly moved and Smet seconded the motion to add to the collection development policy that items may be added if there is high patron demand. Motion passed.

DVD collection expansion: The Board discussed expanding the DVD collection to include a wider range of materials. Again Board members discussed the parent's responsibility for directing their children's use of library materials, and that library employees are not responsible for screening what any patron checks out. Kelly moved and Smet seconded the motion to expand the DVD collection with a wider range of DVDs. Motion passed.

Falk reported that there have been several more DVDs stolen this month. She reported that it would cost \$8,000.00 to buy locking cases for the entire DVD collection. It was suggested that if the problem continues that we could purchase locking cases for the new movies as we buy them. The board decided to monitor the situation and discuss it again.

Internet time limits: We have extended the Internet time available to patrons to 2 hours a day and will evaluate whether we can increase it further.

Staff appreciation donation: Falk received an anonymous donation of \$1000.00 to be used for the library staff. The city administrator said that while the money could not be dispersed to the employees, it could be used for something like improving the staff break room.

Purchase of a flat screen TV: Falk reminded the Board that we received \$5,000.00 from Mr. Lipton in his will. Joy suggested that we purchase a 60" flat screen TV for the basement meeting room. It would be internet accessible, it would be connected to cable and she could use it for all her movie showings. She now uses the projector with a pull down screen. Falk also stated that it could use it for meetings. Smet moved and Rauch seconded the motion to use a portion of the Lipton money to purchase a 60" flat screen TV. Motion passed.

Directors Report:

The Circ numbers are up this month. Total circulation for last year was around 207,000 items and we will be over that amount this year.

BPL in the news: There were many items in the weekly newspaper calendars.

Public Communication to the Board: There is nothing at this time.

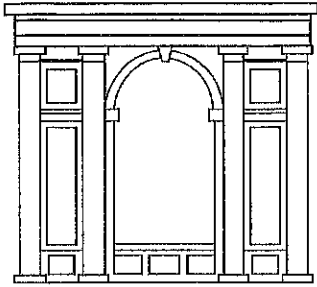
Meeting was adjourned at 5:10 p.m. Rauch moved and Kelly seconded. Motion passed.

Our next meeting will be on Tuesday, January 22nd at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in cursive script that reads "Steve Rauch". The signature is written in dark ink and is positioned above the printed name.

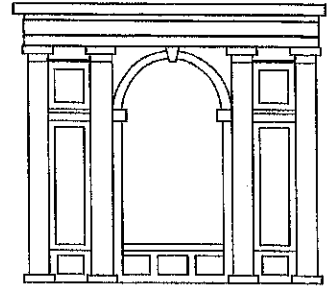
Steve Rauch,
Aldermanic Representative



Burlington Public Library

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Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, January 22, 2013 in the Burlington Public Meeting Room. Present were Penny Torhorst, Steve Rauch, Peter Smet, M.T. Boyle, Dianne Boyle, and Pat Hurley. Excused were Pat Hoffman, Mike Kelly, Scott Johnson, and high school representative Elle Reda. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and high school representative Adam Schuster.

Torhorst called the meeting to order at 4:00.

Minutes of the December 18, 2012 meeting were approved. Hurley moved, M.T. Boyle seconded. Motion passed.

The January Prepaids, Reimbursements, Late December Prepaids and Reimbursements, and December 2012 General Fund Deposits were discussed and approved. Hurley moved approval and Smet seconded. Motion passed.

Smet moved and Hurley seconded the motion to approve the January 2013 Trust Fund Bills and the December 2012 Trust Fund Deposits. Motion passed. The Board asked about the \$1,000.00 donation for staff appreciation. Falk said the staff is working on ideas.

Committee Reports: Pat Hoffman was not present so the Director's Evaluation will be postponed.

Federated Library Report: Falk reported little progress in building a new agreement between Lakeshores and the Mid-Wisconsin Library System. Lakeshores approved a version of the former agreement and sent it to the Mid-Wisconsin Board. That Board rejected the agreement and formed a committee to look into an agreement. There has been talk of dissolving the SHARE group. The libraries in Lakeshores hope there will be future cooperation between Mid-Wisconsin and Lakeshores.

Old Business:

Friends Update: The Friends group is still looking for a new idea for a fundraiser. Torhorst will talk to Falk later as she may have an idea. M.T. Boyle suggested a spelling bee where you would buy a letter and have teams.

Basement Remodel: The 2013 budget includes the basement hallway ceiling project. The Board reviewed the project and accepted a bid from Tenhagen for the hallway and restroom ceilings. Hurley moved and Smet seconded the motion to accept the bid from Tenhagen. Motion passed.

Falk reported that the Samsung 60" TV is almost ready to be mounted on the wall in the basement. It is a Smart TV and will be hooked up to cable and internet. It will be used at meetings for presentations, to show movies, and if we have any classes in the meeting room.

Microfilm Reader: The Board reviewed bids on a new microfilm machine. Several were discussed with a wide range of options, but the library would prefer a model that is simpler for the average patron to use without staff instruction. After discussion, Hurley moved to purchase the new microfilm reader from Naviant. Smet seconded the motion. Motion passed. The old machine has been offered to the Historical Society.

DVD Expansion: Falk has purchased a wide range of new DVDs, based on patron demand. We have signs up explaining the movie ratings and signs stating that R-rated material is for use by adults only. We also have stickers on the DVDs so they are clearly marked. As with any library material, parents are responsible for what their children use.

We have had 22 DVDs go missing since we put the DVDs on open shelves. To change to locking cases for all DVDs would cost about \$8,000.00, plus the cost of labor. If we were to buy locking cases and only use them for the new DVDs and go forward it would cost about \$1,500.00 this year. The Board discussed and decided to wait a couple more months and see whether the problem continues. We circulate about 4300 DVDs per month.

New Business:

Annual Report: The State Annual Report will be completed by the February Library Board meeting. It will need to be signed and is due on March 1st.

Directors Report:

The Circ numbers and walk in numbers are up for the year.

Falk had a handout for the Board on Active Shooters put out by Homeland Security. It gives the basic guidelines on what to do if you have an active shooter. Smet also stated that there is a 5 minute video on YouTube which shows the same guidelines.

Lakeshores is providing a subscription to Zinio, offering 100 magazines online to be downloaded to a computer, smart phone, and iPad. The magazines are in full color and you can keep them permanently.

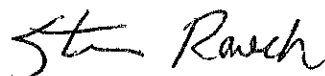
BPL in the news: There were items in the weekly newspaper calendars.

Public Communication to the Board: The Chamber of Commerce has waived our membership fee.

Meeting was adjourned at 4:50 p.m. Hurley moved and Smet seconded. Motion passed.

Our next meeting will be on Tuesday, February 26th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,



Steve Rauch,
Aldermanic Representative

City of Burlington Police & Fire Commission

Meeting Minutes

**Burlington Fire Station
165 West Washington Street
Burlington, WI 53105**

February 6th, 2013

I.) Call to Order

The meeting was called to order by Vice-President Busch at 5:36 PM

II.) Roll Call

Present:

Jon Schultz, Joe Busch, Jeff Erickson, Bill Smitz, Fire Chief Lodle

Excused:

John Hotvedt, Police Chief Nimmer

III.) Public Comments

None

IV.) Approval of Past Meeting's Minutes

Minutes from the November 7th, 2012 meetings were presented to the Commission.

Motion for approval of the minutes from the past meeting

- Proposed by Jeff Erickson, seconded by Bill Smitz
- **Passed Unanimously**

V.) Police and Fire Commission Business

The Commission welcomed new member Bill Smitz. It was also discussed that an updated master copy of the PFC manual should be settled on, as there are multiple versions floating around.

VI.) Fire Chief's Report and Fire Department Business

Convene in Closed Session

Motion to convene in closed session pursuant to Section 19.85 (1c), Wis. Stats. At 5:41 PM

- Proposed by Jeff Erickson, seconded by Bill Smitz
- **Passed Unanimously**

Reconvene in Open Session

Motion to reconvene in open session at 6:09 PM

- Proposed by Jon Schultz, seconded by Jeff Erickson
- **Passed Unanimously**

Motion to approve the candidate (Kylara B. Horner) for inclusion on the Burlington Fire Department Volunteer Firefighter eligibility list

- Proposed by Bill Smitz, seconded by Jon Schultz
- **Passed Unanimously**

Fire Department Updates

Chief Lodle informed us of an error in the September 5, 2012 minutes where it was written that volunteer Adam Langridge had retired. He actually resigned, and the Chief asked that we correct the minutes and add approval of those minutes to the next meeting's agenda.

Chief Lodle offered the following personnel updates:

- Volunteers Tim Gorman and Michael Wallace, members of Host Company #2, have retired
- Volunteers Mathew Leitzke and Aaron Volling have been appointed as probationary firefighters by the Hook and Ladder Company on November 1st, 2012
- Volunteer Daniel Bessel, a probationary member of Host Company #2, resigned effective October 25th, 2012
- Volunteer Aaron Volling, a probationary member of the Hook and Ladder Company, resigned effective November 28th, 2012
- Volunteer Jose Ibarra, a probationary member of Host Company #2, resigned effective January 12, 2013

Chief Lodle informed the Commission that probationary firefighter Scott Koski has completed his mandatory two year probation period. Chief asked the Commission to award permanent membership status in the department. Discussion ensued, and it was determined that because this item was not explicitly on the agenda for this meeting, action should be delayed.

Motion to delay action on this request and move the approval of permanent volunteer membership status for Scott Koski to the agenda of the next PFC meeting

- Proposed by Bill Smitz, seconded by Jon Schultz
- **Passed Unanimously**

Finally, Chief Lodle gave the Commission a detailed account of the Echo Lakes Produce Fire.

VII.) Adjournment

Motion to adjourn the meeting at 6:42 PM

- Proposed by Joe Busch, seconded by Jeff Erickson
- **Passed unanimously**

**City of Burlington Housing Authority
Riverview Manor
February 7, 2013**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, February 7th, 2013 , 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Secretary Heck, Commissioner Iselin, Commissioner Stoehr and Resident Manager, Dorothy Henning. Vice-chairman Stubleby was excused.

Minutes from the January 17, 2013 meeting were reviewed and approved by a motion by Iselin, seconded by Stoehr, motion carried unanimously.

FINANCIAL REPORT:

**Reserve Account balances as of January 31, 2013
(See statement balance sheet)**

OCCUPANCY REPORT:

Manager Henning reported 26 on the waiting list for 1 bedroom units and 2 for 2 bedroom units.

BUILDING AND MAINTENANCE:

Manager Henning reported to the board that the Patterson-Kelly boiler will be due for annual maintenance in the fall at a cost of \$866.00.

COMMUNICATION

Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members.

NEW BUSINESS

Manager Henning requested that her assistant, Debbie Ratkowski attend a FHA software program being offered at a cost of \$165.00. A motion was made by Heck and seconded by Stoehr to have Debbie attend such program as offered. Motion carried unanimously

Manager Henning also suggested sending Maintenance employee, Keith Tyree to a seminar offered by H.D. Supply. Motion made by Heck, seconded by Stoehr to send Mr.Tyree to the seminar Motion carried unanimously.

UNFINISHED BUSINESS

ADJOURNMENT

There being no further business, motion to adjourn was made by Heck, seconded by Stoehr and carried unanimously. Meeting adjourned at 6:40 P.M. The next monthly meeting has been tentatively scheduled for March 21, 2013


Ralph Heck, Secretary



CITY OF BURLINGTON

POLICE – FIRE COMMISSION

300 North Pine Street, Burlington, Wisconsin 53105
(262) 763-3717



MINUTES

City of Burlington Police and Fire Commission
City of Burlington Common Council Chambers
224 E. Jefferson Street, Burlington, Wisconsin
February 20, 2013

1. Call to Order and Roll Call:

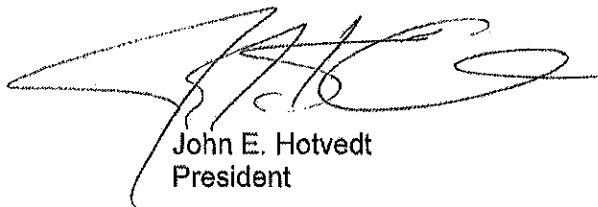
The meeting was called to order by President Hotvedt at 9:01 a.m., with the following Commissioners in attendance: John E. Hotvedt, Joseph Busch, Jon Schultz, Jeff Erickson and William Smitz. Chief Lodle and Chief Nimmer were excused.

2. Process for Hiring Full-Time Fire Chief:

Discussion ensued considering the proposal put forth by the City Administrator and Vorhees Associates LLC for the process for the selection of a full time Fire Chief for the City of Burlington Fire Department. Following said discussion, a motion was made by Commissioner Erickson and seconded by Commissioner Busch to approve the retention of Vorhees Associates LLC, and to approve the process set forth in the Vorhees Associates LLC's recruitment schedule dated February 11, 2013. The motion carried unanimously.

3. Adjournment:

Motion was made by Commissioner Erickson at 9:14 a.m. Seconded by Commissioner John E. Hotvedt. The motion carried unanimously.



John E. Hotvedt
President



CITY OF BURLINGTON PARK BOARD MINUTES THURSDAY, FEBRUARY 21, 2013, 6:30 P.M.

2200 S. Pine Street, Burlington, WI 53105

Chairman Darrel Eisenhardt, Commissioners Clay Brandt, Ruth DeLay, Tom Follis, Peter Turke, Jon Schultz, Alderman Bob Prailes, DPW Supervisor Dan Jensen, P.E. Student Reps: Haley Jurecki, Greg Miller, Kiya White

Chairman Darrel Eisenhardt called the meeting to order at 6:30 P.M.

Roll Call: Present: Commissioners Tom Follis, Peter Turke, Jon Schultz, Dan Jensen, DPW Supervisor and Chairman Darrel Eisenhardt. Also present: Student Rep. Haley Jurecki. Excused: Commissioners Clay Brandt, Ruth DeLay, Alderman Bob Prailes, and Student Rep. Greg Miller. Absent: Student Rep. Kiya White.

Approval January 24, 2013 Minutes: Chairman Eisenhardt entertained a motion for approval of the January 24, 2013 Minutes. Motion to approve made by Commissioner Turke. Seconded by Commissioner Follis. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes: None

DPW Supervisor Report, Dan Jensen: Mr. Jensen reported he was working with a contractor of WE Energies for the removal of 13 trees in the City of Burlington right-of-way at various addresses. WE Energies will be doing a primary unit rebuild, making it necessary for removal of the trees. Mr. Jensen wanted to inform the Park Board as he felt some residents may be upset. He will work with the residents to replace trees in areas where it is feasible to do so.

New Business:

B Town Sounds Representative – Jennifer Miller, Riverview Studio & Get Artzy:

Jennifer Miller and Jim Jante were present before the Park Board to discuss B-Town Sounds

Summer Concerts at Echo Park for 2013. They have taken over for Todd Green, who ran the program in 2012. Ms. Miller stated they have applied for 501C status.

Ms. Miller and Mr. Jante reported that five of the seven bands are confirmed. Ms. Miller also stated they have several sponsors, but are always looking for additional sponsors if anyone would be interested. Deb Rintamaki asked the Park Board what if any fees should be charged. In 2012 B-Town Sounds were charged \$35.00, per time, although fees had risen to \$50.00 for reservation fees. The Park Board thanked Ms. Miller and Mr. Jante for attending. Chairman Eisenhardt stated the Park Board would discuss the fees further, and get back to them. Ms. Miller and Mr. Jante left and thanked the Park Board for their continued support.

The Park Board members discussed later in the evening the fee schedule for B-Town Sounds. After much discussion, it was determined Mr. Jensen, DPW Supervisor would contact Ms. Miller and ask to see their financial statement. If a financial statement were to be provided, the Park Board would charge B-Town Sounds \$35.00 for each reservation. If they did not provide a financial statement the fees would then increase to the current rate of \$50.00, per time, for a total of \$350.00, for the seven reservations.

Installation of Mini Library at two Parks – M.T. Boyle, Burlington-Back 40 4H Club

Ms. Boyle was present along with several Burlington-Back 40, 4-H Club members. They presented their project and asked the Park Board permission to build two (2) "Little Free Libraries" and have them installed by DPW crews in two of the City of Burlington Parks. The two parks that Ms. Boyle thought would be easy access for use were Echo and Riverside Parks.

The little free libraries were first co-founded by Rick Brooks of Madison, where the first ones were built. They are now becoming popular all over the United States. The little libraries are made of wood, and will be built and constructed by the 4H Club members. The doors would be made out of Plexiglas. The idea behind the little libraries is it allows people to take books to read, but also to leave books that they themselves are no longer using. It promotes literacy and the love of reading through free book exchanges.

Ms. Boyle stated she talked to Gail Falk, Library Director and Ms. Falk thought it was a good idea. Ms. Falk was even willing to help supply books if needed. Ms. Boyle stated she would need the DPW to install the libraries once completed, and also to provide mulch around the bottom post area. Mr. Jensen said it would not be a problem, and the Park Board members all thought it was a great idea. Chairman Eisenhardt entertained a motion to allow the Burlington Back 40 4H Club to build two "Little Free Libraries" as presented, to be installed by the DPW crews. Motion to approve made by Commissioner Schultz. Seconded by Commissioner Follis. All voted aye, motion carried. Ms. Boyle was instructed to contact Dan Jensen, DPW Supervisor when the libraries are at or near completion.

Dog Park Committee Representative – Carolyn Robbins

Ms. Robbins introduced herself as the new Dog Park Committee President. She asked who she should contact at the City if additional tables were needed, or if she had other items of concern. Chairman Eisenhardt stated she should contact Dan Jensen, DPW Supervisor. The Park Board thanked Ms. Robbins for coming, and she then left the meeting.

The Park Board discussed the Memorandum of Understanding between the Dog Park Committee and the City of Burlington, which states the Dog Park Committee shall provide financial statements to the Park Board. Dan Jensen, DPW Supervisor will contact Ms. Robbins with this information and provide a copy of the letter to her.

Kids Soccer Camp – Tony Guinn

Mr. Guinn was present requesting the Park Boards permission to use Bushnell Park to conduct a Soccer Camp from July 15th through July 18th. It would be open to boys and girls ages 7 through 14, at a cost of \$120.00, per person. Mr. Molitor, BHS Coach was present to offer his support of Mr. Guinn's previous Soccer Camps.

Mr. Molitor stated Mr. Guinn was an outstanding soccer coach, and he would personally be at the camp, not as a participant, but just to watch Mr. Guinn and learn from his ideas.

After some discussion, Chairman Eisenhardt entertained a motion for approval. Motion to approve the use of Bushnell Park to Mr. Guinn for a Soccer Camp as presented and on the dates stated made by Commissioner Turke. Seconded by Commissioner Follis. All voted aye, motion carried.

T-Ball – Sunset Park Discussion

Brad Otter, David Gill and Tom Keppen were in attendance to present their idea for a T-Ball field at Sunset Park, in the area where the tennis courts had previously been.

Their proposal would meet all the safety requirements and lighting would not be required as games would be played prior to dark. There would be no cost to the City, as they would fund the cost, which they proposed to be \$20,000 to \$25,000. They would need to excavate approximate 6 to 8 inches of the topsoil to level off the field. A fence would also be installed, but would be scaled down from Little League requirements, as T-Ball uses a much softer ball, and the players do not hit as often or as far as regular Little Leaguers.

After some discussion, it was agreed that Mr. Otter, Mr. Bill and Mr. Karpus should go before the Common Council with their plan showing details, costs and time lines. Chairman Eisenhardt entertained a motion to approve installing a T-Ball field at Sunset Park, where the tennis courts were, as presented. Motion to approve made by Commissioner Turke. Seconded by Commissioner Schultz. All voted aye, motion carried.

Steve DeQuaker, Treasurer

Mr. DeQuaker, Treasurer presented the Park Board fund balances. He stated there were still some additional grant monies due, but the total fund amount is \$177,995.90. The Park Board discussed payments that needed to still come out of that amount. It was determined that \$4800.00 to Schreiber and Anderson for grant fund applications and up to \$50,000 for Soccer Fields at Bushnell. The Park Board thanked Mr. DeQuaker for his report and for attending.

Old Business:

Park Board Policy Book: Chairman Eisenhardt stated the new design created by Deb Rintamaki was a big improvement over the old format. Chairman Eisenhardt had made some changes and Deb Rintamaki will do the revisions. Ms. Rintamaki stated she would like to put it on the City's web site when completed, which should be within a few months. Chairman Eisenhardt asked the Park Board Members to continue to review for any revisions they feel should be made.

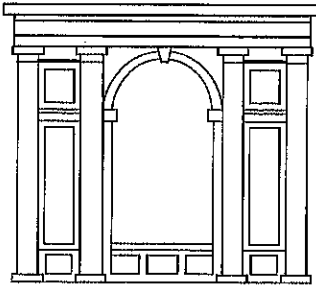
Other Items:

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion made by Commissioner Turke. Seconded by Commissioner Follis. All voted aye and Chairman Eisenhardt adjourned the meeting at 8:04 P.M.

Minutes Respectfully submitted by:



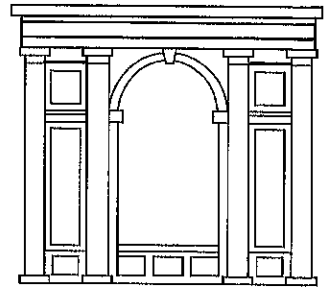
Deb Rintamaki
Department of Public Works



Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105
(262) 342-1130 • Fax (262) 763-1938

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees Special Meeting.

The Burlington Public Library Board of Trustees met for a special meeting due to a weather cancellation on Thursday, February 28, 2013 in the Burlington Public Meeting Room. Present were Penny Torhorst, Dianne Boyle, and Scott Johnson. Excused were Pat Hoffman, Mike Kelly, Steve Rauch, Pat Hurley, M.T. Boyle, and high school representatives Elle Reda, and Adam Schuster. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:50.

The February General Fund Bills, February Prepaids, Reimbursements, January 2013 General Fund Deposits were discussed and approved. Boyle moved approval and Johnson seconded. Motion passed.

Johnson moved and Boyle seconded the motion to approve the February 2013 Trust Fund Bills and the January 2013 Trust Fund Deposits. Motion passed. Falk stated that the Board approved in past years \$1,200.00 of Trust money to be used for programs. Johnson moved and Boyle seconded the motion to use \$1,200.00 of Trust money for programs.

New Business:

Annual Report: The State Annual Report has been completed and Falk went through it with the Board members. Boyle moved and Johnson seconded the motion to approve the Annual Report as presented. Torhorst signed the appropriate number of copies and Falk will be filing it the next day, March 1st.

Meeting was adjourned at 5:10 p.m. Johnson moved and Boyle seconded. Motion passed.

Our next meeting will be on Tuesday, March 26th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Steve Rauch,
Aldermanic Representative

**City of Burlington Housing Authority
Riverview Manor
March 21, 2013**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, March 21st. 2013, 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Stubley, Secretary Heck, Commissioner Iselin, Commissioner Stoehr and Resident Manager, Dorothy Henning.

Minutes from the February 7, 2013 meeting were reviewed and approved by a motion by Stoehr, seconded by Iselin, motion carried unanimously.

FINANCIAL REPORT:

**Reserve Account balances as of February 28, 2013
(See statement balance sheet)**

OCCUPANCY REPORT:

Manager Henning reported 21 on the waiting list for 1 bedroom units and 3 for 2 bedroom units.

BUILDING AND MAINTENANCE:

Manager Henning reported the need for a canopy or covering over entrances at Riverview Manor due to ice and snow build-up which could cause injuries when ice falls especially during the melting process.

Manager Henning stated the need to purchase new ranges for some units and told of the savings of nearly half the cost by purchasing 6 ranges instead of 1 at a time.

COMMUNICATION

Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members.

The current revised management plan was dispersed to board members for review and discussion.

NEW BUSINESS

Manager Henning announced to board members that she will be resigning her position as resident manager in the near future. Chairman Lapp requested a special meeting be held on April 10th at 6:30 P.M. to discuss her replacement.

**UNFINISHED BUSINESS
ADJOURNMENT**

There being no further business, motion to adjourn was made by Heck, seconded by Stoehr and carried unanimously. Meeting adjourned at 7:00 P.M. The next monthly meeting has been tentatively scheduled for April 18th , 2013


Ralph Heck, Secretary

**City of Burlington Housing Authority
Riverview Manor**

April 10, 2013

A special meeting was held on April 10, 2013, 6:30 P.M. at the City of Burlington Housing Authority, Riverview Manor. Commissioners present were Chairman Lapp, Vice-Chairman Stubley, Secretary Heck and Commissioner Stoehr and Iselin.

The board members met to discuss the resignation of Manager Dorothy Henning for personal reasons. She has requested to remain residing at Riverview Manor in her current unit #130. Dorothy indicated that she would be willing to assist the new manager hired to fill her position.

Chairman Lapp spoke to Scott Kogler at Rural Development and he informed her that Dorothy could be compensated for her assistance in form of a stipend or rent reduction.

Chairman Lapp reported that the current manager assistant is very interested in the manager position and also she had been contacted by a couple of interested applicants about the position of Manager. Board members discussed the situation and whether or not to advertise the position. Also there were various questions by board members that Chairman Lapp will research and try to get answers before the next regular board meeting.

There being no other business, meeting adjourned at 7:35 P.M.



Ralph Heck, Secretary



Administration Department

300 N. Pine Street, Burlington, WI, 53105

(262) 342-1161 – (262) 763-3474 fax

www.burlington-wi.gov

Minutes

City of Burlington Plan Commission

Police Dept. Courtroom

March 12, 2013, 6:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order this Tuesday evening at 6:30 p.m. Roll call: Aldermen Tom Vos and Robert Prailes; Commissioners Darrel Eisenhardt, Chris Reesman, Michael Deans and John Lynch were present. Student representatives Bianca Clayton and Caitlin Yonash; and Town of Burlington Representative Phil Peterson were absent. Also present were City Administrator Kevin Lahner, City Planner Patrick Meehan, Zoning Administrator Patrick Scherrer, Fire Chief Dick Lodle, Public Works Director Craig Workman and City Engineer Tom Foht.

APPROVAL OF MINUTES

Alderman Vos moved and Commissioner Deans seconded to approve the minutes of February 12, 2013. All were in favor and the motion carried.

CITIZEN COMMENTS

None

LETTERS & COMMUNICATIONS

None

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding a Conditional Use application from RFD II, LLC for property located at 32435 Yahnke Road to use the 80 +/- acre parcel for quarrying and non-metallic mining with future industrial use.

- Mayor Miller opened the Public Hearing at 6:32 p.m.
- Commissioner Reesman recused himself from this subject at 6:33 p.m.
- Greg Reesman of RFD II, LLC gave a brief presentation of the project explaining the property is the former proposed Schaefer Subdivision. He further explained they only intend to level the land indicated on the Conditional Use Permit to use for industrial use in the future.
- Rosemary Badame, N1166 Tombeau Road, Genoa City, inquired exactly which parcel was going to be leveled. Mr. Reesman showed Ms. Badame the location on a map.
- Ben Templin, 6216 Conrad Court, Burlington, questioned if there were any plans with the strip of land that leads to Yahnke Road. Mr. Reesman indicated this would be zoned as park land. Mr. Templin questioned if the current road on that strip of land would be

abandoned. Mr. Reesman stated it would be up to the city to abandon it or use it as an emergency access drive. He further stated RFD intends to restore that area to natural settings. Alderman Vos questioned if the drive connects with Yahnke Road and if there would be truck traffic on it. Mayor Miller responded that it does connect with Yahnke but there would be no truck traffic there. Administrator Lahner stated the original plans for this area before the subdivision proposal in 2008 showed this drive as a secondary access point for the industrial park.

- There were no further comments.

Alderman Vos moved and Commissioner Deans seconded to close the Public Hearing at 6:40 p.m. All in favor and the motion carried.

Commissioner Reesman returned to the meeting at 6:40 p.m.

OLD BUSINESS

A. Consideration to approve a Site Plan from the City of Burlington for property located at 165 and 181 W. Washington Street to use the property as a parking lot for the Fire Department.

- Mayor Miller opened this item for discussion.
- Administrator Lahner gave an overview of three new alternatives of the site plan as requested by the Plan Commission at the February 12 meeting. He stated staff continues to recommend the original plan presented in February.
- Craig Workman explained the three alternatives in detail providing the pros and cons of each. The three alternatives are summarized as follows:
 - Alternative 1 includes the expansion of the “front apron” of the station to the southeastern edge of the Milwaukee right-of-way, eliminating the north side of the Milwaukee/Washington intersection.
 - Alternative 2 does not include any expansion of the “front apron” of the station. The north side of the Milwaukee/Washington intersection will remain intact, allowing vehicles to enter Milwaukee from Washington, and vice versa.
 - Alternative 3 includes the expansion of the “front apron” of the station to the southeastern edge of the Milwaukee right-of-way and modifies the north side of the intersection by preventing any traffic on Milwaukee from turning onto Washington. Only westbound traffic on Washington will be able to turn onto Milwaukee.
- Chief Lodle gave a video presentation created by staff which showed several scenes of the aerial and engine fire trucks entering and exiting the fire station and problems faced with oncoming traffic.
- Alderman Prailes questioned in regards to Alternate #2, if the fire truck could be turned slightly to the left to perform maintenance to allow traffic to flow. Chief Lodle stated it may block the members of the Rescue Squad from accessing their trucks.

- Commissioner Lynch questioned what the response time is for a rescue call. Chief Lodle stated he couldn't answer that 100% since it is a different department, but believes it is around two minutes.
- Commissioner Lynch stated the openings in Alternative 1 and Alternative 3 look the same. Chief Lodle stated Alternative 1 has a wider area for the trucks. Lynch further questioned why the Fire Department couldn't get assistance from the Police Department to stop traffic when entering and exiting the fire station. Lodle stated typically officers go to the scene first but would help if they are available.
- Commissioner Lynch stated he is in favor of Alternative 3 as it still allows for traffic to access Milwaukee Avenue. He further stated he feels closing the Washington Street intersection would choke off access to the downtown and feels the intersections at Kane and Johnson are difficult to use.
- Alderman Vos stated the video shows traffic does not always follow the law with emergency vehicles; however, he is concerned with the cost of the project and feels the city is putting all its eggs in one basket, particularly if a joint station were to be built in the future. Chief Lodle stated if a satellite station were to be built only an engine would go there while the Washington Street location would be the central station.
- Alderman Prailes stated he wants the Fire Department personnel to be safe but feels there will be safety issues at the Johnson St./Milwaukee Ave. and Kane St./Milwaukee Ave. intersections if Washington St. were to be closed. Administrator Lahner stated it is hard to predict where traffic will go if Washington is closed. He further stated the City Engineers looked at traffic simulations of the area and feel the Johnson/Milwaukee intersection has better visibility than Washington/Milwaukee. Mayor Miller stated traffic may choose to take State Street instead. He further stated per past projects it took about two weeks for traffic to find alternate routes. Prailes stated he feels people will become impatient at the alternate intersections and cause traffic safety issues.
- Alderman Vos questioned if a traffic count had been done. Mayor Miller stated there has not been a count done due to the potential of the equipment not working properly with cold and snow.
- Administrator Lahner stated he understands if the Plan Commission would like a different plan.
- Alderman Prailes stated he would only be in support of Alternate 2. Mayor Miller replied that Alternate 2 could potentially block traffic and prevent the fire trucks from exiting the station.
- Commissioner Deans stated he feels the Fire Department would have difficulties with any Alternative when entering Milwaukee Avenue if there is traffic congestion when a train would go through town. He further questioned why staff isn't recommending Alternative 3. Chief Lodle stated the city would need to acquire land for easements and he is not sure a fire truck could fully turn right with the green space used as a divider on Washington Street.

- Commissioner Reesman stated he is in favor of Alternative 1 and feels the other two alternatives do not allow for what the Fire Department needs in regards to safety. He further stated that if Alternative 1 was chosen he would recommend there be no parking on Johnson Street from Milwaukee Ave. to Washington St. Alderman Vos stated no parking on Johnson St. would hurt patrons of the church and gas station, especially truck traffic that use that area for unloading.
- Alderman Vos stated it would be easy for the Plan Commission to vote on this item and block off Washington Street but he is worried about the long term ramifications.
- Commissioner Lynch questioned what other routes people would use to get downtown if they were heading northbound. Administrator Lahner stated traffic would likely go on State St., Johnson St. and Kane St. but there is no way to know for sure right now.
- Alderman Prailes questioned if Washington Street could be closed temporarily for a week to determine where traffic goes. Lahner stated it could be done with baseline readings done prior to closure. Mayor Miller stated it would likely take longer than a week to get an accurate reading as the first week traffic counts may show congestion that wouldn't typically be there.
- Mayor Miller stated he would be tabling this item for further review of traffic patterns by staff.
- There were no further comments.

Commissioner Lynch moved and Commissioner Reesman seconded to table this item. *All in favor and the motion carried.*

NEW BUSINESS

A. Consideration to approve a Conditional Use Permit request from RFD II, LLC for property located at 32435 Yahinke Road to use the 80 +/- acre parcel for quarrying and non-metallic mining with future industrial use.

- Mayor Miller opened this item for discussion.
- Commissioner Reesman recused himself from this topic at 8:11 p.m.
- Alderman Vos questioned if the neighbors were notified of this conditional use including people in the Town of Burlington. Administrator Lahner stated all residents within three-hundred feet were notified of the conditional use, rezone and annexation requests, including town residents.
- Commissioner Lynch questioned if this is in our land use plan. Patrick Meehan stated a land use plan amendment is required and that the original plan was for this property to be industrial prior to the Schaefer Subdivision proposal in 2008. Meehan further stated land for industrial park use would need to be graded anyways.
- There were no further comments.

Commissioner Deans moved and Alderman Vos seconded to recommend approval of a Conditional Use Permit request from RFD II, LLC for property located at 32435 Yahnke Road, subject to Patrick Meehan's February 27, 2013 and Kapur & Associates' March 4, 2013 memorandums to the Plan Commission as follows:

- Conditional Use Requirements for quarrying and non-metallic mining: Section 315-34 "Q-1, Quarrying/Extractive District" of the City Zoning Ordinance requires that quarrying and nonmetallic mining meet the following conditions:
 - a. The quarrying and nonmetallic mining use shall be subject to the lot area and width requirements set forth under the provisions of Section 315-34D of Chapter 315, Zoning, of the City of Burlington Municipal Code.
 - b. The quarrying and nonmetallic mining use shall be subject to the building height requirements set forth under the provisions of Section 315-34E of Chapter 315, Zoning, of the City of Burlington Municipal Code.
 - c. The applicant's submitted Sheet 6 of 6 titled "Extraction Plan" as prepared by DAAR of Milwaukee (undated but submitted with the applicant's Conditional Use Application dated 2/5/13) and as described in the document titled "Non-metallic Mining Reclamation Plan Narrative" dated 2/5/13, is not clear that the requirement set forth under the provisions of Section 315-34F(1) of Chapter 315, Zoning, of the City of Burlington Municipal Code that: "The extractive operation shall be 200 feet from the street right-of-way line of all highways, streets, or roads and all exterior property lines" has been met by the submitted plans. Therefore, this required setback shall be drawn on a REVISED AND DATED Sheet 6 of 6 titled "Extraction Plan" and shall be submitted to the City of Burlington staff indicating this required 200-foot setback of extractive operations from the exterior property lines.
 - d. The quarrying and nonmetallic mining use shall be subject to the special site regulations for shoreland areas set forth under the provisions of Section 315-12.1 of Chapter 315, Zoning, of the City of Burlington Municipal Code (as may be applicable).
 - e. The quarrying and nonmetallic mining use shall be subject to the Quarrying/Extractive District's special regulation set forth under the provisions of Section 315-34G of Chapter 315, Zoning, of the City of Burlington Municipal Code. Section 315-34G which requires the following:
- Special regulation.
 - (1) Application for a conditional use permit shall be made to the Zoning Administrator by the property owner or long-term lessee, either of whom shall be directly responsible in the extracting or removal of the mineral, gravel, sand, rock, slate, or topsoil. Applications shall be accompanied by the following: a fee as set by the Common Council for one year of operation; a plat of survey of the proposed site and an adequate description of the operational methods; a list of equipment, machinery, and structures to be used; the source, quantity, and disposition of water to be used; a topographic map of the site showing existing contours with a minimum

vertical of five feet; trees; proposed and existing access roads; the depth of all existing and proposed excavations; and a restoration plan.

- (2) The restoration plan provided by the applicant shall contain proposed contours after filling or restoration, depth of the restored topsoil, type of fill, planting or reforestation, and restoration commencement and completion dates including the following:
- a. Proposed site contours, noting elevations and final slopes.
 - b. Topsoil stockpile areas, with drainage being diverted away from and around these locations.
 - c. Restored topsoil depths. Depths are listed as existing between 6"-15" and restoration should have a minimum 6" restored depth.
 - d. Location of the various outlined erosion control practices that are anticipated to be used.
 - e. Seeding limits for alfalfa mix vs. lawn mix on the perimeters and buffers areas.
 - f. Detail regarding sequencing of construction, specifically storm water ponds, topsoil removal and stabilization.
 - g. Provide engineered detail in regards to the storm water basins, size, capacity, overflow or outlet routes, detail erosion control of the facilities, matting on side slopes, spillways, etc. maintenance schedule.
 - h. Please provide copies of all DNR permits and correspondence as it is received.

The applicant shall furnish the necessary fees to provide for the City's inspection and administration costs. The applicant and/or owner of the land from which the mineral, gravel, sand, rock, slate, or topsoil is being removed or extracted shall furnish the necessary sureties which will enable the City to perform the planned restoration of the site in the event of default by the applicant. A "Plat of Survey" (up to date) needs to be submitted to the City; a list of equipment, machinery, and structures to be used needs to be submitted to the City; the source, quantity, and disposition of water to be used needs to be submitted to the City; proposed access roads (labeled as such on a REVISED plan submitted to the City); and a restoration plan (which FULLY addresses the final grading plan). Also, all of the requirements of Section 315-34G need to be met by the applicant with adequate documentation (as described herein) submitted to the City INCLUDING ALL REQUIRED FINANCIAL SURETIES. All quarrying and nonmetallic materials mining operation activities shall be in compliance with Wisconsin Administrative Code's NR 135 "Nonmetallic Mining Reclamation" (including the preparation of all required plans under NR 135). Copies of all plans and materials submitted to the State, as well as State responses to those materials so submitted, in compliance with NR 135 shall also be copied to the City of Burlington.

- Surety Bond. A surety bond in the amount of \$78,000 (as described in the breakdown below) be obtained for the reclamation cost. The narrative anticipates a maximum 15 acres of disturbance at one time.
 - 72,600 SY of topsoil @0.85/YD = \$61,700
 - Various Seed Mixes DOT #20, and DOT #40@5.00/LB (655lbs at a 1lb/1000SF) = \$3275
 - 20% contingency for bidding, erosion control, landscaping, common excavation etc. = \$12995

Said required financial sureties shall be submitted prior to the issuance of a Conditional Use Permit which will enable the City to perform the planned restoration of the site in the event of default by the applicant.

Roll call vote ayes: Vos, Prailes, Lynch, Deans, Eisenhardt; Nays: None. Vote: 5-0. *All in favor and motion carried.*

B. Consideration to approve Resolution 16 to amend the Multi-Jurisdictional Comprehensive Plan at property located at 32435 Yahnke Road and property on S. Pine Street from Medium and High Density Residential, Secondary Environmental Corridor and Recreational to Extractive/Industrial, Commercial and Primary Environmental Corridor.

- Mayor Miller opened this item for discussion.
- Alderman Vos questioned if SEWRPC was alright with the Primary Environmental Corridor (PEC) relocation on the proposed plan. Administrator Lahner stated RDF II, LLC received approval of the plans with the PEC.
- Patrick Meehan informed the Plan Commission members that this amendment includes a split land use category of Extractive and Industrial. This was done so the owner will not have to complete a Comprehensive Plan amendment in the future when they apply for rezoning for industrial use.
- There were no further comments.

Alderman Vos moved and Commissioner Eisenhardt seconded to approve Resolution 16 to amend the Multi-Jurisdictional Comprehensive Plan at 32435 Yahnke Road and property on S. Pine Street, subject to Patrick Meehan's February 27, 2013 memorandum to the Plan Commission as follows:

- That the Common Council amend by ordinance, the Comprehensive Plan, as it pertains to the entire subject property currently shown as "Commercial" land use classification to the "Governmental and Institutional" land use classification under the provisions of both Section 66.1001(4) of the Wisconsin Statutes and Chapter XV titled "Implementation Element" of the recent City-adopted SEWRPC Community Assistance Planning Report No. 301 titled A Multi-Jurisdictional Comprehensive Plan for Racine County: 2035.

All in favor and motion carried. This item will move forward to the March 19, 2013 Committee of the Whole meeting.

C. Consideration to recommend approval of a rezone request from RFD II, LLC for property located at 32435 Yahnke Road and property on S. Pine Street from Rs-1 and Rs-2, Single-Family Residential District; Rm-2, Multi-Family Residential District; P-1, Park District; and C-1, Conservancy District to Q-1, Quarrying/Extractive District; B-1, Neighborhood Business District; and C-1, Conservancy District.

- Mayor Miller opened this item for discussion.
- There were no comments.

Alderman Vos moved and Commissioner Lynch seconded to recommend approval of a rezone request for at 32435 Yahnke Road and property on S. Pine Street, subject to Patrick Meehan's February 27, 2013 and Kapur & Associates' March 4, 2013 memorandums to the Plan Commission as follows:

- That a public hearing for the proposed rezoning is to be held pursuant to the provisions of Section 315-121 of the City Zoning Ordinance.

Roll call vote ayes: Vos, Prailes, Lynch, Deans, Eisenhardt; Nays: None. Vote: 5-0. *All in favor and motion carried.* This item will move forward to the March 19, 2013 Committee of the Whole meeting.

D. Consideration to recommend approval of an Annexation request with permanent zoning from the RFD II, LLC for property located on S. Pine Street (002-02-19-09-002-010).

- Mayor Miller opened this item for discussion.
- There were no comments.

Commissioner Eisenhardt moved and Commissioner Deans seconded to recommend approval of an annexation for property located on S. Pine Street (002-02-19-09-002-010).

Roll call vote ayes: Vos, Prailes, Lynch, Deans, Eisenhardt; Nays: None. Vote 5-0. *All in favor and motion carried.* This item will move forward to the March 19, 2013 Committee of the Whole meeting.

ADJOURNMENT

Alderman Prailes moved and Commissioner Lynch seconded to adjourn the meeting at 8:20 p.m. *All were in favor and the motion carried.*


Recording Secretary
Megan E. Watkins
Assistant to the City Administrator



CITY OF BURLINGTON

Finance Department

300 N. Pine Street, Burlington, WI 53105
Phone: (262) 342-1170 Fax: (262) 342-1178
www.burlington-wi.gov

Common Council Agenda Item Number: 9	Date: May 7, 2013
Submitted By: Steve DeQuaker, Treasurer 	Subject: Prepaids and Vouchers

Details:

Attached please find the Prepaids and Vouchers list for bills accrued through May 7, 2013:

Total Prepaids:	\$202,819.12
Total Vouchers:	\$133,584.94
Reimbursements:	\$194.96
 Grand Total:	 <u>\$336,599.02</u>

Options & Alternatives: Approve expenditures as presented or alter purchasing procedures.

Financial Remarks: 5 Largest Disbursements on Prepaids and Vouchers

- 1) Wisconsin Kenworth – 2014 Kenworth Model T440 \$104,256.50
- 2) Advanced Disposal – Trash & Recycle for City of Burlington Residents \$44,999.76
- 3) Kapur & Associates, Inc – Phase II – WWTF Upgrade and Improvements \$26,252.50
- 4) We Energies – Street Lights 02/28/13 to 03/28/13 \$18,713.61
- 5) Great Lakes TV Seal Inc – 2013 Sanitary Sewer Inspection \$8,940.61

Executive Action:

Staff recommends that the Common Council accept these Prepaids and Vouchers in the amount of \$336,599.02 at the May 7, 2013 Council meeting.

For Council Approval May 7, 2013

Prepays:	04/12/13	\$184,083.36
	04/19/13	\$6,420.64
	04/26/13	\$12,315.12

Total Prepays		<hr/> \$202,819.12
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Vouchers:	05/07/13	\$133,584.94
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Reimbursements:	04/19/13	\$194.96
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GRAND TOTAL		<hr/> <hr/> \$336,599.02
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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-239007	LIFE INSURANCE							
	4062	MINNESOTA LIFE INSURANCE CO	MINNESOTA MUTUAL MAY	MAY2013	04/01/2013	1,909.93	04/13	PD
100-454521-001	BOND FEES							
	2043	PLEASANT PRAIRIE MUNICIPAL CT	Hughes, K #22893413	HUGHES	04/08/2013	424.00	04/13	PD
	7366	RACINE CO T & M COURT	Dobs, Sandra case 13-3355	DOBS	04/08/2013	350.00	04/13	PD
						774.00	*	
Total 100-454521						774.00		
100-515121-162	MUNI COURT-EAP SERVICE							
	5486	AURORA EAP	AURORA EAP COURT CLERK	8894	03/29/2013	8.74	04/13	PD
Total MUNICIPAL COURT						8.74		
100-515132-162	ADMIN - EAP SERVICE							
	5485	AURORA EAP	AURORA EAP ADMIN-COUNCIL	8894	03/29/2013	114.32	04/13	PD
100-515132-225	ADMIN - TELEPHONE							
	7343	AT & T	AT & T ADMIN 262 R59-7549 674 8	262R5975490313	03/28/2013	243.80	04/13	PD
	7692	VERIZON WIRELESS	VERIZON ADMIN 286396851-00001	9702114701	03/23/2013	56.71	04/13	PD
						300.51	*	
Total ADMINISTRATOR						414.83		
100-515140-162	CLERK - EAP SERVICE							
	5485	AURORA EAP	AURORA EAP CITY CLERK	8894	03/29/2013	4.41	04/13	PD
Total CITY CLERK						4.41		
100-515141-157	FINANCE - INSERVICE TRAINING							
	8708	MRA-The Management Association	HR Training	00116224	08/20/2012	650.00	04/13	PD
100-515141-162	FINANCE - EAP SERVICE							
	5485	AURORA EAP	AURORA EAP FINANCE	8894	03/29/2013	14.74	04/13	PD
100-515141-225	FINANCE - TELEPHONE							
	7343	AT & T	AT & T FINANCE 262 R59-7549 674 8	262R5975490313	03/28/2013	146.28	04/13	PD
	7692	VERIZON WIRELESS	VERIZON FINANCE 286396851-00001	9702114701	03/23/2013	52.13	04/13	PD
						198.41	*	
Total FINANCE						863.15		
100-525211-161	POLICE - UNEMPLOYMENT							
	5922	UNEMPLOYMENT INSURANCE	DWD-UI acct 692108-000-2	4837923	03/31/2013	71.91	04/13	PD
100-525211-162	POLICE - EAP SERVICE							
	5485	AURORA EAP	AURORA EAP POLICE	8894	03/29/2013	317.60	04/13	PD
100-525211-220	POLICE - UTILITY SERVICES							
	3330	WE ENERGIES	5843-681-877 224 E Jefferson Electric	14611900730313	03/28/2013	2,264.34	04/13	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

Prepaid
04-12-2013

1

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	3330	WE ENERGIES	5843-681-877 224 E Jefferson Electric	58436818770313	03/25/2013	2,035.07	04/13	PD
						4,299.41	*	
100-525211-225	POLICE - TELEPHONE							
	7343	AT & T	AT & T POLICE 262 R59-7549 674 8	262R5975490313	03/28/2013	390.07	04/13	PD
	7692	VERIZON WIRELESS	VERIZON POLICE 286396851-00001	9702114701	03/23/2013	694.77	04/13	PD
						1,084.84	*	
	Total POLICE DEPT.					5,773.76		
100-525220-182	FIRE - EAP SERVICE							
	5485	AURORA EAP	AURORA EAP FIRE	8894	03/29/2013	35.28	04/13	PD
100-525220-225	FIRE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON FIRE 286396851-00001	9702114701	03/23/2013	115.06	04/13	PD
	Total FIRE DEPT.					150.34		
100-535321-162	STREETS - EAP SERVICE							
	5485	AURORA EAP	AURORA EAP STREETS	8894	03/29/2013	80.70	04/13	PD
100-535321-220	STREETS - UTILITIES							
	3330	WE ENERGIES	7082-958-528 Public Parking Structure	70829585280313	03/25/2013	563.91	04/13	PD
100-535321-225	STREETS - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON STREET 286396851-00001	9702114701	03/23/2013	122.80	04/13	PD
100-535321-261	STREETS - LIGHTING							
	3330	WE ENERGIES	0819-473-268 Municipal Parking Lot	08194732680313	03/25/2013	139.90	04/13	PD
	3330	WE ENERGIES	2428-946-714 Pavillion (split)	24289467140313	03/25/2013	658.85	04/13	PD
	3330	WE ENERGIES	4432-157-647 Street Lights	44321576470313	03/28/2013	18,713.61	04/13	PD
	3330	WE ENERGIES	5459-100-732 St Lighting Substation	54591007320313	03/25/2013	292.54	04/13	PD
	3330	WE ENERGIES	5695-147-539 Electric 572 Milw	56951475390313	03/25/2013	466.37	04/13	PD
	3330	WE ENERGIES	7245-068-041 375 N Pine St	72450680410313	03/25/2013	179.93	04/13	PD
	3330	WE ENERGIES	7467-500-428 Jefferson & Bridge	74675004260313	03/25/2013	231.05	04/13	PD
	3330	WE ENERGIES	8499-073-119 Traffic Signal Controller	84990731190313	03/25/2013	227.04	04/13	PD
	3330	WE ENERGIES	8650-632-794 Traffic Signal Power	86506327940313	03/25/2013	127.85	04/13	PD
	3330	WE ENERGIES	9418-285-345 Traffic Signal	94182853450313	03/25/2013	125.06	04/13	PD
						21,160.20	*	
	Total STREET ADMINISTRATION					21,927.61		
100-555551-161	PARKS - UNEMPLOYMENT							
	5922	UNEMPLOYMENT INSURANCE	DWD-UI acct 692108-000-2	4837923	03/31/2013	1,035.00	04/13	PD
100-555551-162	PARKS - EAP SERVICE							
	5485	AURORA EAP	AURORA EAP PARKS	8894	03/29/2013	38.37	04/13	PD
100-555551-220	PARKS - UTILITIES							
	3330	WE ENERGIES	0635-112-551 Bushnell Soccer Club	06351125510313	04/01/2013	19.64	04/13	PD
	3330	WE ENERGIES	1269-762-568 Bike Path	12697625680313	03/25/2013	30.47	04/13	PD
	3330	WE ENERGIES	2428-946-714 Pavillion (split)	24289467140313	03/25/2013	72.98	04/13	PD
	3330	WE ENERGIES	3832-053-838 225 Robert St	38320538380413	04/03/2013	11.64	04/13	PD
	3330	WE ENERGIES	5094-062-213 102 N Kane St	50940622130413	03/28/2013	2.47	04/13	PD
	3330	WE ENERGIES	6211-699-899 Electric Dog Park	62116998990313	03/25/2013	42.59	04/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	3330	WE ENERGIES	6895-338-188 355 N Pine St	68953381880313	03/25/2013	104.86	04/13	PD
	3330	WE ENERGIES	8893-353-410 Electric Sunset Dr	88933534100313	03/27/2013	8.96	04/13	PD
	3330	WE ENERGIES	9274-302-9920 400 Sunset Dr	92743029920313	03/28/2013	8.96	04/13	PD
						302.57	*	
100-555551-225	PARKS - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON PARK 286396851-00001	9702114701	03/23/2013	23.79	04/13	PD
Total PARKS						1,399.73		
100-575710-297	GARBAGE- CONTRACT SVCS-RECYC							
	5917	Advanced Disposal - Muskego	Advanced Disposal Recycle	C60001075380	03/31/2013	12,497.08	04/13	PD
	5917	Advanced Disposal - Muskego	Advanced Disposal Recycle	C60001075390	03/31/2013	76.85	04/13	PD
						12,573.93	*	
100-575710-298	GARBAGE - CONTRACT SVCS PICKUP							
	5917	Advanced Disposal - Muskego	Advanced Disposal Trash	C60001075380	03/31/2013	32,502.68	04/13	PD
	5917	Advanced Disposal - Muskego	Advanced Disposal Trash	C60001075390	03/31/2013	210.53	04/13	PD
						32,713.21	*	
Total GARBAGE COLLECTION						45,287.14		
Total GENERAL FUND						78,513.64		
251-555511-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP LIBRARY	8894	03/29/2013	211.88	04/13	PD
251-555511-225	TELEPHONE							
	7343	AT & T	AT & T LIBRARY 262 R59-7549 674 8	262R5975490313	03/28/2013	195.03	04/13	PD
251-555511-327	MATERIALS							
	3062	WALL STREET JOURNAL	WALL STREET JOURNAL LIBRARY SI	0413WSJ	04/01/2013	413.40	04/13	PD
Total FUND EXPENSES						820.11		
Total LIBRARY OPERATIONS FUND						820.11		
465-535321-805	DPW CAPITAL OUTLAY VEHICLES							
	8607	Wisconsin Kenworth	2014 Kenworth Model T440	041513	04/12/2013	104,256.50	04/13	PD
Total STREET ADMINISTRATION						104,256.50		
Total CAPITAL REPLACEMENT FUND						104,256.50		
621-575740-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP WWTP	8894	03/29/2013	111.80	04/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
621-575740-211	MEDICAL PHYSICALS							
	4154 AURORA HEALTH CARE		AURORA MED GROUP WWTP	114338282	03/17/2013	65.00	04/13	PD
621-575740-220	WWTP-ELECTRIC							
	3330 WE ENERGIES		6268-292-660 Shiloh Lift Station	62682926600313	04/01/2013	51.95	04/13	PD
621-575740-225	TELEPHONE							
	7692 VERIZON WIRELESS		VERIZON WWTP 286396851-00001	9702114701	03/23/2013	73.20	04/13	PD
621-575740-248	PLANT OPERATION							
	5917 Advanced Disposal - Muskego		Advanced Disposal Wastewater	C60001075389	03/31/2013	63.54	04/13	PD
Total WASTEWATER FUND EXPENSES						365.49		
Total WASTEWATER OPERATIONS FUND						365.49		
622-509210-000	OFFICE SUPPLY							
	7692 VERIZON WIRELESS		VERIZON WATER DEPT	9702114701	03/23/2013	77.76	04/13	PD
Total 622-509210						77.76		
622-509260-162	EAP SERVICE							
	5485 AURORA EAP		AURORA EAP WATER	8894	03/29/2013	49.86	04/13	PD
Total 622-509260						49.86		
Total WATER UTILITY FUND						127.62		
Grand Total:						184,083.36		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-239008	LAW-VISION							
	4426	VISION INSURANCE PLAN OF AMER	Vision Ins - Premium billing for May	127481	04/04/2013	799.35	04/13	PD
100-454521-001	BOND FEES							
	2485	RACINE COUNTY CLERK OF COURT	Bond - Lessor, David R #13-3512	LESSOR	04/12/2013	150.00	04/13	PD
	2485	RACINE COUNTY CLERK OF COURT	Bond - McNeiley, Jacqueline #13-1062	MCNEILEY	04/12/2013	285.00	04/13	PD
	7115	CITY OF DELAVAN MUNICIPAL CT	Bond - Clcona, Aaron #P574890-1	CICONA	04/11/2013	202.80	04/13	PD
						637.80	*	
Total 100-454521						637.80		
100-515132-153	ADMIN - EBC							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC ADMIN	700254	04/15/2013	.45	04/13	PD
100-515132-225	ADMIN - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN	829440291-03/13	03/20/2013	126.20	04/13	PD
	7343	AT & T	AT & T 262 763-3474 163 6 ADMIN	262R5975490413	04/04/2013	18.47	04/13	PD
						144.67	*	
100-515132-298	ADMIN - CONTRACT SERVICES							
	7044	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 161	1610-34	04/06/2013	300.00	04/13	PD
Total ADMINISTRATOR						445.12		
100-515141-153	FINANCE - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC FINANCE	700254	04/15/2013	.20	04/13	PD
100-515141-225	FINANCE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FINANCE	829440291-03/13	03/20/2013	118.40	04/13	PD
	7343	AT & T	AT & T 262 763-3474 163 6 Finance	262R5975490413	04/04/2013	18.47	04/13	PD
						136.87	*	
Total FINANCE						137.07		
100-525211-153	POLICE - EMP BENEFITS COOP							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC POLICE	700254	04/15/2013	10.50	04/13	PD
100-525211-225	POLICE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE POLICE	829440291-03/13	03/20/2013	230.22	04/13	PD
	7343	AT & T	AT & T 262 763-3474 163 6 POLICE	262R5975490413	04/04/2013	92.34	04/13	PD
						322.56	*	
Total POLICE DEPT.						333.06		
100-525220-153	FIRE - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC FIRE	700254	04/15/2013	8.00	04/13	PD
100-525220-225	FIRE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-03/13	03/20/2013	103.82	04/13	PD
	7343	AT & T	AT & T 262 763-3474 163 6 FIRE	262R5975490413	04/04/2013	73.87	04/13	PD
						177.69	*	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total FIRE DEPT.						185.69		
100-535321-153	STREETS - EMPLOYEE BENEFITS							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC STREET		700264	04/15/2013	6.00	04/13	PD
100-535321-220	STREETS - UTILITIES							
3330	WE ENERGIES	0688-843-174 830 Milw Ave		06888431740413	04/09/2013	355.46	04/13	PD
100-535321-225	STREETS - TELEPHONE							
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE DPW		829440291-03/13	03/20/2013	16.92	04/13	PD
7343	AT & T	AT & T 262 763-3474 163 6 DPW		262R5975490413	04/04/2013	36.92	04/13	PD
						53.84	*	
100-535321-261	STREETS - LIGHTING							
3330	WE ENERGIES	0088-492-988 Traffic Signal		00884929880413	04/08/2013	60.87	04/13	PD
3330	WE ENERGIES	2019-198-266 TRAFFIC LIGHTS		20191982660413	04/09/2013	55.09	04/13	PD
3330	WE ENERGIES	3073-922-427 Milw Ave Echo Lk		30739224270413	04/08/2013	23.68	04/13	PD
3330	WE ENERGIES	3277-994-067 Traffic Signal Controller		32779940670413	04/08/2013	55.71	04/13	PD
3330	WE ENERGIES	4067-122-145 PARKING LOT		40671221450413	04/08/2013	23.27	04/13	PD
3330	WE ENERGIES	5639-265-567 650 Milwaukee Ave		56392655670413	04/08/2013	160.33	04/13	PD
3330	WE ENERGIES	6438-309-892 Traffic Signal		64383096920413	04/10/2013	116.53	04/13	PD
3330	WE ENERGIES	6838-102-431 Traffic Signal		68381024310413	04/09/2013	301.77	04/13	PD
						797.25	*	
Total STREET ADMINISTRATION						1,212.65		
100-555551-153	PARKS - EMPLOYEE BENEFITS							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC PARK		700264	04/15/2013	2.00	04/13	PD
100-555551-220	PARKS - UTILITIES							
3330	WE ENERGIES	0235-568-359 Concession Bldg		02355683590413	04/08/2013	120.08	04/13	PD
3330	WE ENERGIES	1486-453-053 Storage Garage		14864530530413	04/09/2013	18.32	04/13	PD
3330	WE ENERGIES	2625-548-774 Restrooms at Ballpark		26255487740413	04/08/2013	64.35	04/13	PD
3330	WE ENERGIES	2672-334-997 Cabinet Parking Lot		26723349970413	04/08/2013	129.28	04/13	PD
3330	WE ENERGIES	3406-030-405 732 Maryland Ave		34060304050413	04/08/2013	127.61	04/13	PD
3330	WE ENERGIES	4278-074-627 Baseball Scoreboard		42780746270413	04/08/2013	32.04	04/13	PD
3330	WE ENERGIES	4447-370-241 Pavillion		44473702410413	04/08/2013	9.89	04/13	PD
3330	WE ENERGIES	4484-977-713 Riverside Park		44849777130413	04/08/2013	63.11	04/13	PD
3330	WE ENERGIES	5200-062-983 517 Congress St		52000629830413	04/08/2013	9.89	04/13	PD
3330	WE ENERGIES	5276-292-324 Lighting for bike path		52762923240413	04/08/2013	24.65	04/13	PD
						599.22	*	
Total PARKS						601.22		
Total GENERAL FUND						4,351.86		
251-555511-153	EMPLOYEE BENEFITS							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC LIBRARY		700264	04/15/2013	20.75	04/13	PD
251-555511-327	MATERIALS							
7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY		90571543	11/26/2012	47.98	04/13	PD
7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY		90571545	11/26/2012	68.97	04/13	PD
7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY		90571546	11/26/2012	23.99	04/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY	90571547	11/26/2012	100.95	04/13	PD
						241.89	*	
251-555511-330	INSERVICE TRAINING/TRAVEL							
	1279	ADULT READING ROUND TABLE	2013 ARRT GENRE BOOT CAMP	051613	04/18/2013	75.00	04/13	PD
Total FUND EXPENSES						337.64		
Total LIBRARY OPERATIONS FUND						337.64		
468-535320-500	CONSERVATION AND DEVELOPMENT							
	5409	RACINE CO REGISTER OF DEEDS	Annexation for property on S Pine Street	041513	04/15/2013	30.00	04/13	PD
Total ENGINEERING						30.00		
Total COMMUNITY DEVELOPMENT FUND						30.00		
621-575740-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WWTP	700254	04/15/2013	5.20	04/13	PD
621-575740-220	WWTP-ELECTRIC							
	3330	WE ENERGIES	7672-906-685 Lift Station 2224 S Milw	76729068850413	04/09/2013	274.03	04/13	PD
	3330	WE ENERGIES	8098-971-449 Sewer Lift - Fox River Lar	80989714490413	04/10/2013	34.98	04/13	PD
	3330	WE ENERGIES	8635-875-051 Krift Av 800 Ft S Industria	86359780510413	04/03/2013	203.40	04/13	PD
						512.41	*	
Total WASTEWATER FUND EXPENSES						517.61		
Total WASTEWATER OPERATIONS FUND						517.61		
622-509210-000	OFFICE SUPPLY							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE WATER	829440291-03/13	03/20/2013	16.92	04/13	PD
	7343	AT & T	AT & T 262 763-3474 163 6 WATER	262R5975490413	04/04/2013	36.93	04/13	PD
						53.85	*	
Total 622-509210						53.85		
622-509260-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WATER	700254	04/15/2013	6.90	04/13	PD
Total 622-509260						6.90		
Total WATER UTILITY FUND						60.75		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
623-575740-220	ELECTRIC						
	3330	WE ENERGIES	2883-779-344 707 Airport Rd	28837793440413	04/08/2013	54.89	04/13 PD
	3330	WE ENERGIES	3243-871-135 Bleneman Road	32438711350413	04/08/2013	22.15	04/13 PD
	3330	WE ENERGIES	6089-094-440 Airport Runway Lights	60890944400413	04/08/2013	443.83	04/13 PD
	3330	WE ENERGIES	6280-881-972 Runway 29 Lighting	62808819720413	04/08/2013	10.87	04/13 PD
	3330	WE ENERGIES	6831-002-581 FUELING AREA	68310025810413	04/08/2013	79.54	04/13 PD
	3330	WE ENERGIES	7480-654-921 707 Airport Rd	74806549210413	04/08/2013	82.41	04/13 PD
	3330	WE ENERGIES	8044-510-981 HANGAR	80445109810413	04/08/2013	318.70	04/13 PD
	3330	WE ENERGIES	8460-785-002 Bleneman Rd Beacon	84607850020413	04/08/2013	29.12	04/13 PD
	3330	WE ENERGIES	8637-669-300 707 Airport Rd Office	86376693000413	04/08/2013	28.97	04/13 PD
						1,050.48	*
623-575740-225	TELEPHONE						
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE AIRPORT	829440291-03/13	03/20/2013	16.92	04/13 PD
	7343	AT & T	AT & T 262 763-3474 163 6 Airport	262R5975490413	04/04/2013	55.38	04/13 PD
						72.30	*
Total 623-575740						1,122.78	
Total AIRPORT FUND						1,122.78	
Grand Total:						6,420.64	

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-243300	DOG LICENSE FEE							
	8710	SCHMECHT, JACK	refund of duplicate license - tag 241	041613	04/16/2013	16.00	04/13	PD
100-454521-001	BOND FEES							
	2485	RACINE COUNTY CLERK OF COURT	Bond - McNeiley, Jacqueline #13-1062	MCNEILEY*	04/19/2013	285.00	04/13	PD
	7366	RACINE CO T & M COURT	RA CO T&M Lessor, D #13-3512	LESSOR	04/17/2013	150.00	04/13	PD
						435.00	*	
Total 100-454521						435.00		
100-484840-000	MISC INCOME							
	8127	BMO HARRIS BANK, N.A.	BMO Finance #4238	4238 04/13	04/15/2013	190.00	04/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO Finance #4238	4238 04/13	04/15/2013	39.92	04/13	PD
						229.92	*	
100-515121-310	MUNI COURT - OFFICE SUPPLIES							
	8127	BMO HARRIS BANK, N.A.	BMO Maint #4292	4292 04/13	04/15/2013	13.31	04/13	PD
Total MUNICIPAL COURT						13.31		
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
	8127	BMO HARRIS BANK, N.A.	BMO Maint #4292	4292 04/13	04/15/2013	35.52	04/13	PD
100-515132-330	ADMIN - INSVC TRAINNING & TRAV							
	8127	BMO HARRIS BANK, N.A.	BMO City Hall #4276	4276 04/13	04/15/2013	298.00	04/13	PD
Total ADMINISTRATOR						333.52		
100-515140-310	CLERK - OFFICE SUPPLIES							
	8127	BMO HARRIS BANK, N.A.	BMO Maint #4292	4292 04/13	04/15/2013	13.32	04/13	PD
Total CITY CLERK						13.32		
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE							
	8127	BMO HARRIS BANK, N.A.	BMO Finance #4238	4238 04/13	04/15/2013	159.00	04/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO Maint #4292	4292 04/13	04/15/2013	26.64	04/13	PD
						185.64	*	
Total FINANCE						185.64		
100-515154-141	ASSESSOR - BOARD OF REVIEW							
	1331	SEWAA	Board of Review Training	043013	04/25/2013	40.00	04/13	PD
Total ASSESSOR						40.00		
100-525211-244	POLICE - REPAIR & MAINTENANCE							
	8127	BMO HARRIS BANK, N.A.	BMO Police Dept #1490	1490 04/13	04/15/2013	17.44	04/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO Police Dept #4250	4250 04/13	04/15/2013	241.49	04/13	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-525211-310	POLICE - OFF SUPP-POSTAGE					258.93	*	
8127	BMO HARRIS BANK, N.A.	BMO Police Dept #0486	0486 04/13	04/15/2013	254.99	04/13	PD	
8127	BMO HARRIS BANK, N.A.	BMO Maint #4292	4292 04/13	04/15/2013	29.60	04/13	PD	
					284.59	*		
100-525211-324	POLICE - PUBL,SUBSCRIPTS, DUES							
8127	BMO HARRIS BANK, N.A.	BMO Police Dept #4250	4250 04/13	04/15/2013	120.00	04/13	PD	
100-525211-330	POLICE - TRAVEL							
8127	BMO HARRIS BANK, N.A.	BMO Police Dept #0486	0486 04/13	04/15/2013	218.05	04/13	PD	
8127	BMO HARRIS BANK, N.A.	BMO Police Dept #1490	1490 04/13	04/15/2013	10.36	04/13	PD	
8127	BMO HARRIS BANK, N.A.	BMO Police Dept #4250	4250 04/13	04/15/2013	500.00	04/13	PD	
					728.41	*		
100-525211-381	POLICE - INVESTIGATIONS							
8127	BMO HARRIS BANK, N.A.	BMO Police Dept #1490	1490 04/13	04/15/2013	9.95	04/13	PD	
Total POLICE DEPT.						1,401.88		
100-525220-220	FIRE - UTILITY SERVICES							
3330	WE ENERGIES	8403-026-057 Fire Dept 166 Washington	84030260570413	04/18/2013	1,197.21	04/13	PD	
100-525220-225	FIRE - TELEPHONE							
8127	BMO HARRIS BANK, N.A.	BMO Fire Dept #4300	4300 04/13	04/15/2013	26.28	04/13	PD	
Total FIRE DEPT.						1,223.49		
100-535321-225	STREETS - TELEPHONE							
4485	TDS TELECOM	TDS DPW 262-539-3770	262-539-3770 04/13	04/19/2013	79.37	04/13	PD	
100-535321-261	STREETS - LIGHTING							
3330	WE ENERGIES	0455-414-409 Traffic Lights	04554144090413	04/16/2013	240.94	04/13	PD	
3330	WE ENERGIES	0818-594-802 Sign Liberty & State Rd	08185948020413	04/22/2013	35.10	04/13	PD	
3330	WE ENERGIES	0838-352-542 Parking Lot Lighting	08383525420413	04/21/2013	29.48	04/13	PD	
3330	WE ENERGIES	0850-628-152 N Pine & Jefferson	08506281520413	04/21/2013	250.20	04/13	PD	
3330	WE ENERGIES	2023-503-060 Stop Lights	20235030600413	04/22/2013	154.49	04/13	PD	
3330	WE ENERGIES	4404-149-064 300 N Main Street	44041490640413	04/16/2013	51.12	04/13	PD	
3330	WE ENERGIES	5043-084-318 200 Amanda Street	50430843180413	04/19/2013	24.28	04/13	PD	
3330	WE ENERGIES	5465-978-181 McHenry & Gardner	54659781810413	04/18/2013	67.64	04/13	PD	
3330	WE ENERGIES	7255-756-558 McHenry & Millw Corner	72557565580413	04/18/2013	15.44	04/13	PD	
					868.69	*		
100-535321-324	STREETS - MEMBERSHIP DUES							
7013	WI EMERGENCY MANAGEMENT	WI EMERGENCY MANAGEMENT DPW	177039	02/25/2013	245.00	04/13	PD	
100-535321-350	STREETS - REP MAINT SUPPLIES							
1670	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4246	2922069	04/11/2013	822.23	04/13	PD	
100-535321-374	STREETS - EMERGENCY GOVT SAFETY							
8127	BMO HARRIS BANK, N.A.	BMO DPW #9315	9315 04/13	04/15/2013	1,450.00	04/13	PD	
Total STREET ADMINISTRATION						3,465.29		
100-555551-220	PARKS - UTILITIES							

3330	WE ENERGIES	0435-566-939 Washington & Main	04355669390413	04/16/2013	27.91	04/13	PD
3330	WE ENERGIES	7060-825-262 712 Maryland Ave	70608252620413	04/08/2013	26.60	04/13	PD
					54.51	*	
100-555551-225	PARKS - TELEPHONE						
4485	TDS TELECOM	TDS DPW 262-539-3770	262-539-3770 04/13	04/19/2013	30.38	04/13	PD
8127	BMO HARRIS BANK, N.A.	BMO DPW #9315	9315 04/13	04/15/2013	23.64	04/13	PD
					54.02	*	
Total PARKS					108.53		
Total GENERAL FUND					7,465.90		
251-555511-225	TELEPHONE						
8127	BMO HARRIS BANK, N.A.	BMO Library #2596	2596 04/13	04/15/2013	14.51	04/13	PD
251-555511-310	OFFICE SUPPLIES, POSTAGE						
8127	BMO HARRIS BANK, N.A.	BMO Library #2596	2596 04/13	04/15/2013	10.55	04/13	PD
251-555511-318	AUTOMATION						
8127	BMO HARRIS BANK, N.A.	BMO Library #0568	0568 04/13	04/15/2013	44.99	04/13	PD
251-555511-327	MATERIALS						
1309	PAC HOUSE	PAC HOUSE COOKBOOK	2013	04/23/2013	10.00	04/13	PD
8127	BMO HARRIS BANK, N.A.	BMO Library #2596	2596 04/13	04/15/2013	116.65	04/13	PD
8127	BMO HARRIS BANK, N.A.	BMO Maint #4292	4292 04/13	04/15/2013	16.97	04/13	PD
					143.62	*	
251-555511-330	INSERVICE TRAINING/TRAVEL						
8127	BMO HARRIS BANK, N.A.	BMO Library #2596	2596 04/13	04/15/2013	117.00	04/13	PD
251-555511-345	PROGRAMS						
8127	BMO HARRIS BANK, N.A.	BMO Library #0543	0543 04/13	04/15/2013	104.29	04/13	PD
Total FUND EXPENSES					434.96		
Total LIBRARY OPERATIONS FUND					434.96		
621-575740-244	REPAIRS, MAINT EQUIPMENT						
1088	RUNDLE-SPENCE	Rundle-Spence - WWTP supplies	1088	04/16/2013	7.11	04/13	PD
1088	RUNDLE-SPENCE	Rundle-Spence - WWTP supplies	S2149794.001	04/15/2013	209.01	04/13	PD
					216.12	*	
621-575740-298	CONTRACT SERVICE						
8149	BJELAJAC, JOHN M	Attorney Fees for Sanitary Sewer Contra	13100-018D 1	03/31/2013	1,530.00	04/13	PD
621-575740-310	OFFICE SUPPLIES, POSTAGE						
8127	BMO HARRIS BANK, N.A.	BMO DPW #3100	3100 04/13	04/15/2013	30.50	04/13	PD
8127	BMO HARRIS BANK, N.A.	BMO WWTP #5513	5513 04/13	04/15/2013	198.70	04/13	PD
					229.20	*	
Total WASTEWATER FUND EXPENSES					1,975.32		

GL Acct No	Vendor	Vendor Name	Description	invoice No	Inv Date	Amount	Period	
Total WASTEWATER OPERATIONS FUND						1,975.32		
622-508510-000	MAINS, WATER BREAKS-SUPPLIES							
	8127	BMO HARRIS BANK, N.A.	BMO DPW #9315	9315 04/13	04/15/2013	1,450.00	04/13	PD
Total 622-508510						1,450.00		
622-509210-000	OFFICE SUPPLY							
	4485	TDS TELECOM	TDS DPW 262-539-3770	262-539-3770 04/13	04/19/2013	79.36	04/13	PD
	7343	AT & T	AT & T WATER DEPT 414 R24-8901 36	414R2489010413	04/10/2013	68.95	04/13	PD
	8127	BMO HARRIS BANK, N.A.	BMO DPW #3100	3100 04/13	04/15/2013	30.50	04/13	PD
						178.81	*	
Total 622-509210						178.81		
Total WATER UTILITY FUND						1,628.81		
875-232000	MUNICIPAL COURT DEP							
	8709	Caminiti, Rebecca Wendt	refund for overpayment on citation J317-	J317472-1	04/16/2013	83.80	04/13	PD
	8711	PEARSON, JEREMY	refund of overpayment citation H896341	H896341-5	04/16/2013	88.80	04/13	PD
	8712	CASAS, TOMAS	refund overpayment citation # H897662-	H897662-3	04/16/2013	114.00	04/13	PD
	8713	LEPKOWSKI, NICOLE	refund overpayment citation H895989-3	H895989-3	04/16/2013	177.00	04/13	PD
	8714	CAMPBELL, PORSCHA	refund overpayment cit. H895807-3 & H8	041613	04/16/2013	202.80	04/13	PD
	8715	SCHAFER, ALICIA ANN	refund overpayment cit. H897077-8	H897077-6	04/16/2013	47.13	04/13	PD
	8716	BODNAR, DUSTIN	refund overpayment cit. V804048-0	V804048-0	04/16/2013	96.60	04/13	PD
						810.13	*	
Total MUNICIPAL COURT FUND						810.13		
Grand Total:						12,315.12		

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-454511-000	CLERKS REVENUE						
5016	WI DEPT OF JUSTICE-2688	WI DEPT OF JUSTICE CIB ACCOUNT	G1026T 03/13	04/01/2013	49.00	05/13	
100-515111-310	CITY COUNCIL - OFF SUP-POSTAGE						
520	BULLETIN PRINTING	BULLETIN NAMEPLATES	867604	04/16/2013	46.00	05/13	
100-515111-399	CITY COUNCIL - PUBLICATION						
2790	SOUTHERN LAKES NEWSPAPERS LI	Legals - RFD II LLC	107253	02/28/2013	87.76	05/13	
2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Kira Asian Brist	113782	04/18/2013	17.03	05/13	
					104.79	*	
Total CITY COUNCIL					150.79		
100-515121-243	MUNI COURT - SERVICE CONTRACTS						
1584	JAMES IMAGING SYSTEMS, INC.	Muni Toshiba ES550	479431	04/16/2013	13.33	05/13	
Total MUNICIPAL COURT					13.33		
100-515132-219	BLDG INSP - SEALER,WGHTS,MEAS						
3291	WI DEPT OF AGRICULTURE	Bldg Insp -Sealer, Wgths, Meas	042313	04/23/2013	6,400.00	05/13	
100-515132-248	REPAIRS & MAINT BUILDING						
2590	REINEMANS, INC.	Reinemans - Supplies for credit card ma	21826	03/15/2013	10.87	05/13	
100-515132-298	ADMIN - CONTRACT SERVICES						
8173	VOORHEES ASSOCIATES, LLC	recruitment & selection of a Fire Chlef	#2-4-013-0049	04/17/2013	4,199.29	05/13	
100-515132-310	ADMIN - OFF SUPP-POSTAGE						
555	BURLINGTON AREA SCHOOL DIST.	BASD CITY HALL ADMIN PAPER	042313	04/23/2013	96.40	05/13	
555	BURLINGTON AREA SCHOOL DIST.	BASD CITY HALL ADMIN PAPER	111612	11/16/2012	99.60	05/13	
5364	DIGICORP	DIGICORP Labor to repair	54456	04/22/2013	52.50	05/13	
					248.50	*	
100-515132-324	ADMIN - MEMBERSHIP DUES						
4972	BURLINGTON ROTARY CLUB	BURLINGTON ROTARY CLUB LAHNEI	50931	03/31/2013	183.00	05/13	
100-515132-330	ADMIN - INSVC TRAINNING & TRAV						
5630	AMAZON.COM/GE MONEY	Books - "The Surprising Truth About Wh	249345082395	04/04/2013	114.48	05/13	
100-515132-372	ADMIN BLDG INSP - AUTO EXPENSE						
1050	DOUG'S AUTO	DOUGS AUTO BLDG INSPECTOR REI	020828	04/15/2013	93.31	05/13	
100-515132-570	Echo Lake Produce Fire Expend						
3662	RELIANT FIRE APPARATUS, INC.	elkhart master stream nozzle	113-11002	04/09/2013	2,563.70	05/13	
Total ADMINISTRATOR					13,813.15		
100-515141-248	FINANCE - REP AND MAINT BLDG						
1951	MENARDS	MENARDS FINANCE BLDG MAINT	18945	04/16/2013	28.25	05/13	
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE						
555	BURLINGTON AREA SCHOOL DIST.	BASD FINANCE PAPER	042313	04/23/2013	48.20	05/13	
555	BURLINGTON AREA SCHOOL DIST.	BASD FINANCE PAPER	111612	11/16/2012	49.80	05/13	
2590	REINEMANS, INC.	REINEMANS FINANCE SUPPLIES	22975	04/03/2013	12.99	05/13	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						110.99 *	
100-515141-324	FINANCE - MEMBERSHIP DUES						
	2075 MTAW	MTAW	MTAW MEMBERSHIP DUES	2013DUES	04/15/2013	40.00	05/13
100-515141-533	FINANCE - COPY MACHINE RENTAL						
	1584 JAMES IMAGING SYSTEMS, INC.	Fin Toshiba ES650		479431	04/16/2013	39.98	05/13
Total FINANCE						219.22	
100-515142-321	ELECTIONS - BALLOTS & ADVERT						
	2484 RACINE CO CLERK	RA CO CLERK	FEBRUARY PRIMARY I	021913	04/24/2013	1,779.39	05/13
100-515142-532	ELECTIONS - RENT						
	934 CROSS LUTHERAN CHURCH	CROSS LUTHERAN CHURCH	ELECTION RENT	040213	04/02/2013	75.00	05/13
	7729 UNITED METHODIST CHURCH	UNITED METHODIST CHURCH	ELECTION RENT	041513	04/15/2013	75.00	05/13
Total ELECTIONS						150.00 *	
						1,929.39	
100-515154-310	ASSESSOR - OFF SUPP-POSTAGE						
	3430 ZAREK INSURANCE, INC.	Zarek notary bond - Kristine Anderson		6732	04/16/2013	40.00	05/13
Total ASSESSOR						40.00	
100-525211-159	POLICE - CLOTHING ALLOWANCE						
	3558 LARK UNIFORM OUTFITTERS	Lark Uniform - Koszuth, Andrew		136750	04/09/2013	417.70	05/13
100-525211-225	POLICE - TELEPHONE						
	5016 WI DEPT OF JUSTICE-2688	WI DEPT OF JUSTICE CIB QUARTER		T14985	04/15/2013	370.50	05/13
100-525211-242	POLICE - REPAIR/MTCE EQUIP						
	2590 REINEMANS, INC.	REINEMANS POLICE DEPT SUPPLIES		23270	04/07/2013	8.74	05/13
100-525211-244	POLICE - REPAIR & MAINTENANCE						
	2740 SOMAR TEK LLC/Somar Enterprise	SOMAR ENTERPRISES POLICE BATT		97573	04/05/2013	52.98	05/13
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	555 BURLINGTON AREA SCHOOL DIST.	BASD POLICE PAPER		042313	04/23/2013	96.40	05/13
	555 BURLINGTON AREA SCHOOL DIST.	BASD POLICE PAPER		111612	11/16/2012	124.50	05/13
	2590 REINEMANS, INC.	REINEMANS POLICE UPS CHARGES		23655	04/12/2013	15.72	05/13
	3635 RICHTER'S SENTRY FOODS	RICHTER FOODS POLICE DEPT		041713PD	04/17/2013	20.98	05/13
	3635 RICHTER'S SENTRY FOODS	RICHTER FOODS POLICE DEPT WAT		041913PD	04/19/2013	5.85	05/13
Total POLICE - OFF SUPP-POSTAGE						263.45 *	
100-525211-344	POLICE - JANITOR SUPPLIES						
	1140 ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL POLICE SUPPL		533204	04/05/2013	160.78	05/13
	1140 ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL POLICE SUPPL		533204-1	04/11/2013	94.35	05/13
	2590 REINEMANS, INC.	REINEMANS POLICE DEPT SUPPLIES		24109	04/18/2013	32.83	05/13
	2590 REINEMANS, INC.	REINEMANS POLICE JANITOR SUPP		24151	04/19/2013	2.06	05/13
Total POLICE - JANITOR SUPPLIES						290.02 *	
100-525211-346	POLICE - UNIFORM REPAIR/ETC						
	3558 LARK UNIFORM OUTFITTERS	Lark Uniform - Koszuth, Andrew		136807	04/09/2013	655.95	05/13
100-525211-347	POLICE - FIREARM SUPP/RANGE						

2830	STREICHER'S	Stretcher's PD Ammo	L1011532	04/08/2013	360.00	05/13
100-525211-381	POLICE - INVESTIGATIONS					
3051	HORIBA INSTRUMENTS INC	Horiba - Police Dept Supplies	90437540	04/04/2013	67.95	05/13
100-525211-533	POLICE - COPY MACHINE RENT					
8707	KONICA MINOLTA PREMIER FINANCE	CONTRACT PAYMENT FOR COPY MA	226141919	04/30/2013	320.80	05/13
Total POLICE DEPT.					2,808.09	
100-525220-211	FIRE - PHYSICALS					
4154	AURORA HEALTH CARE	AURORA FIRE-PHYSICAL EXAM	1164839	04/14/2013	1,104.00	05/13
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT					
350	BATTERY PRODUCTS, INC.	BATTER PRODUCTS FIRE DEPT SUP	46003	04/15/2013	46.97	05/13
390	BENDLIN FIRE EQUIP. CO., INC.	BENDIN FIRE EQUIPMENT SUPPLIES	79280	04/11/2013	1,596.40	05/13
390	BENDLIN FIRE EQUIP. CO., INC.	BENDIN FIRE EQUIPMENT SUPPLIES	79281	04/11/2013	20.00	05/13
1335	PRO SAFETY	Fire Dept. Safety Equipment	1/540150	03/29/2013	95.92	05/13
2590	REINEMANS, INC.	Reinemans - cutquik saw	23713	04/13/2013	899.96	05/13
2590	REINEMANS, INC.	REINEMANS FIRE DEPT	23976	04/17/2013	13.49	05/13
5477	BUMPER TO BUMPER	BUMPER TO BUMPER FIRE DEPT SL	242264	04/23/2013	36.05	05/13
					2,708.79	*
100-525220-248	FIRE - REPAIR MAINT BLDGS					
117	ALSCO	ALSCO FIRE DEPT	IMIL671329	04/17/2013	41.40	05/13
2590	REINEMANS, INC.	Reinemans - Fire Dept	22828	04/01/2013	8.54	05/13
2590	REINEMANS, INC.	REINEMANS FIRE DEPT	24391	04/23/2013	11.32	05/13
2997	UNIVERSAL COMMUNICATIONS &	UCC FIRE DEPT REPAIRS	15802	04/17/2013	119.25	05/13
					180.51	*
100-525220-293	FIRE - FIRE PREVENTION					
2590	REINEMANS, INC.	Reinemans - Fire Dept	23971	04/17/2013	41.98	05/13
100-525220-310	FIRE - OFFICE SUPPLIES					
520	BULLETIN PRINTING	BULLETIN Fire Dept incident/dispatch re	867769	04/24/2013	239.00	05/13
Total FIRE DEPT.					4,274.28	
100-535321-159	STREETS - CLOTHING ALLOWANCE					
117	ALSCO	ALSCO DPW - STREETS	IMIL666125	04/03/2013	73.56	05/13
117	ALSCO	ALSCO DPW - STREETS	IMIL668744	04/10/2013	88.33	05/13
117	ALSCO	ALSCO DPW - STREETS	IMIL671341	04/17/2013	81.00	05/13
117	ALSCO	ALSCO DPW - STREETS	IMIL673906	04/24/2013	118.70	05/13
117	ALSCO	ALSCO DPW - STREETS	IMIL673907	04/24/2013	40.16	05/13
					401.75	*
100-535321-242	STREETS - REP MAINT VEHICLES					
1457	HUMPHREY SERVICE & PARTS, INC.	Unit 520 parts	1196670	04/02/2013	297.44	05/13
1457	HUMPHREY SERVICE & PARTS, INC.	Unit 520 parts	1196905	04/03/2013	505.99	05/13
1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW STOCK	1198042	04/12/2013	219.81	05/13
1707	LDV, INC.	LDV DPW DECALS	29990	03/26/2013	99.21	05/13
1820	LOIS TIRE SHOP, INC.	LOIS TIRE SHOP DPW TRUCK 510	323877	04/16/2013	70.00	05/13
1841	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 510	75069	04/16/2013	375.83	05/13
1841	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER DPW REPAIR	89614	04/08/2013	1,545.98	05/13
1841	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER DPW REPAIR	89855	04/12/2013	145.86	05/13
2008	MILLER-BRADFORD & RISBERG INC.	MILLER-BRADFORD DPW SHIPPING	IB59597*	03/04/2013	11.39	05/13
2008	MILLER-BRADFORD & RISBERG INC.	MILER-BRADFORD REPAIR STREET I	IB59949	04/09/2013	502.48	05/13
2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW STOCK	224553	04/06/2013	8.93	05/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						3,782.92	*
100-535321-244	STREETS - REP MAINT EQUIPMENT						
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM DPW SUPPLIES	532901	04/05/2013	354.49	05/13
	1457	HUMPHREY SERVICE & PARTS, INC.	Unit 520 parts	1197137	04/05/2013	41.05	05/13
	1457	HUMPHREY SERVICE & PARTS, INC.	Unit 520 parts	1197493	04/09/2013	144.59	05/13
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW STOCK	224418	04/03/2013	25.40	05/13
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW AIR FILTERS	224456	04/04/2013	8.93	05/13
	2060	MOTOR PARTS COMPANY, LLC.	Motor Parts - parts for stock	224705	04/11/2013	8.93	05/13
	2590	REINEMANS, INC.	REINEMANS DPW MISC	23375	04/09/2013	8.09	05/13
	2720	SHERWIN INDUSTRIES, INC.	SHERWIN INDUSTRIES DPW SUPPLI	SS050124	04/16/2013	1,675.83	05/13
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO OXYGEN DPV	213318	03/28/2013	24.60	05/13
	3450	ZEP SALES & SERVICE	ZEP DPW SUPPLIES	9000200242	03/28/2013	303.23	05/13
						2,595.14	*
100-535321-248	STREETS REP & MAINT BLDG						
	117	ALSCO	ALSCO DPW - STREETS	IMIL668745	04/10/2013	40.16	05/13
	8717	TRESTER HOIST & EQUIPMENT	ANNUAL HOIST INSPECTION	1089386	03/07/2013	400.00	05/13
						440.16	*
100-535321-261	STREETS - LIGHTING						
	5915	STEINER ELECTRIC COMPANY	STEINER DPW STREETS LIGHTING	S004233909.009	04/05/2013	511.38	05/13
	5915	STEINER ELECTRIC COMPANY	STEINER SUPPLIES HOLOPHANE	S004233909.010	04/05/2013	6,977.51	05/13
						7,488.89	*
100-535321-298	STREETS - CONTRACT SERVICES						
	2570	REESMAN'S EXC. & GRADING, INC.	REESMANS EXCAVATING SNOW REI	20130135	03/31/2013	1,140.00	05/13
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW TRUCK RENTAL	43321	03/01/2013	540.00	05/13
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW TRUCK RENTAL	43322	03/01/2013	562.50	05/13
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW TRUCK RENTAL	43323	03/01/2013	540.00	05/13
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW TRUCK RENTAL	43445	03/13/2013	538.00	05/13
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW TRUCK RENTAL	43446	03/13/2013	538.00	05/13
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW TRUCK RENTAL	43447	03/13/2013	538.00	05/13
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C	79876	04/10/2013	546.00	05/13
	5164	DONERITE JANITORIAL SERV INC.	DONERITE JANITORIAL MAY CLEANII	2396	04/23/2013	368.00	05/13
	7768	CRAMER CONSTRUCTION	material & labor mail box post	040513	04/05/2013	176.36	05/13
						5,488.86	*
100-535321-310	STREETS - OFF SUPP/POSTAGE						
	520	BULLETIN PRINTING	BULLETIN CREDIT	866940	03/14/2013	90.00	05/13
	2470	QUILL CORPORATION	QUILL CORP DPW OFFICE SUPPLIES	1708148	04/03/2013	5.07	05/13
	2470	QUILL CORPORATION	QUILL CORP DPW OFFICE SUPPLIES	1825115	04/10/2013	156.92	05/13
	2470	QUILL CORPORATION	QUILL CORP DPW SUPPLIES	1825493	04/10/2013	29.95	05/13
	2470	QUILL CORPORATION	QUILL CORP DPW OFFICE SUPPLIES	1830296	04/26/2013	24.72	05/13
	2470	QUILL CORPORATION	QUILL CORP DPW SUPPLIES	1859274	04/11/2013	16.87	05/13
	2590	REINEMANS, INC.	Reinemans UPS Delivery	21362	03/08/2013	94.29	05/13
	3635	RICHTER'S SENTRY FOODS	RICHTER FOODS SWAPS MEETING	041713DPW	04/17/2013	45.97	05/13
	3635	RICHTER'S SENTRY FOODS	RICHTER FOODS SWAPS MEETING	041813DPW	04/18/2013	75.76	05/13
	8686	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827	4009330850	04/11/2013	24.99	05/13
						384.54	*
100-535321-350	STREETS - REP MAINT SUPPLIES						
	520	BULLETIN PRINTING	BULLETIN DPW LAMINATING	867605	04/16/2013	72.00	05/13
	1306	MIDWEST AGGREGATES	COLD MIX	1201446	04/18/2013	735.75	05/13
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE DPW SHOP	1197032	04/04/2013	144.73	05/13
	1732	LANGE ENTERPRISES	LANGE ENTERPRISES- DPW	47187	04/09/2013	226.81	05/13
	2590	REINEMANS, INC.	REINEMANS DPW SUPPLIES	23821	04/15/2013	63.62	05/13
	2590	REINEMANS, INC.	REINEMANS DPW SUPPLIES	24084	04/18/2013	8.54	05/13
	3909	WI DEPT OF TRANSPORTATION	State Project No. 1320-12-71	L23718	04/04/2013	12.76	05/13
	8415	Wholesale Direct, Inc.	Wholesale Direct - DPW Supplies	198932	03/19/2013	203.59	05/13
						1,467.80	*
100-535321-354	STREETS-PARKNG STRUCTR UTILITY						
	2571	FNL CONSTRUCTION LLC	Parking Garage Washing and Test	550	04/08/2013	800.00	05/13

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100-535321-374	STREETS - EMERGENCY GOVT SAFETY						
	1370 GRAINGER	GRAINGER DPW SUPPLIES		9119117746	04/17/2013	281.09	05/13
100-535321-390	STREETS - SUPPLIES						
	3635 RICHTER'S SENTRY FOODS	RICHTER FOODS DPW CLEAN SWEE		042313DPW	04/23/2013	24.96	05/13
Total STREET ADMINISTRATION						23,134.11	
100-555551-159	PARKS - CLOTHING						
	117 ALSCO	ALSCO DPW - PARKS		IMIL666125	04/03/2013	40.00	05/13
	117 ALSCO	ALSCO DPW - PARKS		IMIL668744	04/10/2013	30.00	05/13
	117 ALSCO	ALSCO DPW - PARKS		IMIL671341	04/17/2013	36.39	05/13
	117 ALSCO	ALSCO DPW - PARKS		IMIL673906	04/24/2013	58.47	05/13
	117 ALSCO	ALSCO DPW - PARKS		IMIL673907	04/24/2013	20.07	05/13
						184.93	*
100-555551-242	PARKS - REPAIR MAINT VEHICLES						
	1951 MENARDS	MENARDS DPW SUPPLIES		18548	04/11/2013	9.32	05/13
100-555551-244	PARKS - REPAIR MAINT EQUIPMENT						
	1140 ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM DPW SUPPLIES		532901	04/05/2013	354.49	05/13
	3450 ZEP SALES & SERVICE	ZEP DPW SUPPLIES		9000200242	03/28/2013	303.22	05/13
						657.71	*
100-555551-248	PARKS - REPAIR MAINT BLDGS						
	117 ALSCO	ALSCO DPW - PARKS		IMIL668745	04/10/2013	20.07	05/13
	8717 TRESTER HOIST & EQUIPMENT	ANNUAL HOIST INSPECTION		1089386	03/07/2013	280.00	05/13
						300.07	*
100-555551-298	PARKS - OUTSIDE SERVICES						
	2330 PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK		A-86215	04/04/2013	80.00	05/13
	2330 PATS SERVICES, INC	CITY OF BURLINGTON BEAUMONT		A-86634	04/23/2013	80.00	05/13
	5164 DONERITE JANITORIAL SERV INC.	DONERITE JANITORIAL MAY CLEANII		2396	04/23/2013	184.00	05/13
						344.00	*
100-555551-310	PARKS - OFFICE SUPP, POSTAGE						
	8696 CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827		4009330850	04/11/2013	24.98	05/13
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES						
	1223 BSN SPORTS INC	BSN Sports - Bases & Rubber Pitcher's		95275331	04/09/2013	526.47	05/13
	1951 MENARDS	MENARDS DPW TOOLS		17336	03/26/2013	17.98	05/13
	1951 MENARDS	MENARDS DPW		17431	03/27/2013	16.65	05/13
	1951 MENARDS	MENARDS DPW TOOLS		17852	04/02/2013	59.94	05/13
	1951 MENARDS	MENARDS DPW		18032	04/04/2013	8.94	05/13
	2587 REINDERS INC	Reinders- Park Dept		1427094-00	04/15/2013	659.20	05/13
	2590 REINEMANS, INC.	Reinemans - Parks		23451	04/10/2013	8.07	05/13
	2590 REINEMANS, INC.	Reinemans - Parks		23803	04/15/2013	2.65	05/13
	2590 REINEMANS, INC.	Reinemans - Parks		23810	04/15/2013	31.28	05/13
	2590 REINEMANS, INC.	Reinemans - Parks Supplies		24302	04/22/2013	28.78	05/13
						1,357.96	*
Total PARKS						2,878.97	
100-565639-399	ECONOMIC DEVELOPMENT						
	4217 KAPUR & ASSOCIATES, INC.	Kapur 13.0010.01 Burlington General 2C		79876	04/10/2013	4,786.25	05/13
Total ECONOMIC DEVELOPMENT						4,786.25	

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100-565641-298	PLAN COMM - CONTRACT SVCS						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0166.01 O'Reilly Site Plan	79870	04/10/2013	1,098.50	05/13
Total PLANNING COMMISSION						1,098.50	
100-575710-299	GARBAGE- CNTRCT SVCS LANDFILL						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0090.01 Burlington Landfill 20'	79890	04/12/2013	667.50	05/13
	5005	WI DNR	Landfill Annual Report Project #65626	8-10081	04/02/2013	500.00	05/13
						1,167.50	*
Total GARBAGE COLLECTION						1,167.50	
Total GENERAL FUND						56,362.58	
251-555511-225	TELEPHONE						
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE LIBRARY	0413TWC	04/26/2013	73.52	05/13
251-555511-242	REPAIR, MAINTENANCE EQUIPMENT						
	1368	GORDON FLESCH COMPANY, INC.	GORDON FLESCH LIBRARY MAINTEN	10343947	04/26/2013	403.90	05/13
251-555511-247	REPAIR, MAINTENANCE BUILDING						
	503	BREUER & FELL ELECTRIC	BREUER & FELL LIBRARY BALLASTS	25571	04/26/2013	170.00	05/13
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEM LIBRARY	533205	04/26/2013	226.46	05/13
	1951	MENARDS	MENARDS LIBRARY BLDG MAINT	18944	04/26/2013	19.88	05/13
	2590	REINEMANS, INC.	REINEMANS LIBRARY BUILDING SUP	24228	04/26/2013	75.83	05/13
						492.17	*
251-555511-310	OFFICE SUPPLIES, POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD LIBRARY PAPER	042313	04/23/2013	96.40	05/13
	555	BURLINGTON AREA SCHOOL DIST.	BASD LIBRARY PAPER	111612	11/16/2012	99.60	05/13
	1010	DEMCO	DEMCO LIBRARY TECH SERVICE SU	4938313	04/26/2013	707.53	05/13
	1296	HRdirect	APPLICATION FORMS	1312271	04/26/2013	60.65	05/13
	3635	RICHTER'S SENTRY FOODS	RICHTER FOODS LIBRARY SUPPLIES	040313	04/26/2013	74.15	05/13
	7577	WAREHOUSE DIRECT OFFICE PROD	WAREHOUSE DIRECT LIBRARY	1897904	04/26/2013	87.76	05/13
						1,126.09	*
251-555511-318	AUTOMATION						
	5630	AMAZON.COM/GE MONEY	AMAZON.COM, LIBRARY	0413AMAZ2	04/26/2013	41.55	05/13
251-555511-319	Consortium Costs						
	1718	LAKESHORE LIBRARY SYSTEM	extra storywagon program	1384LLS	04/26/2013	200.00	05/13
251-555511-327	MATERIALS						
	300	BAKER & TAYLOR	BAKER & TAYLOR MATERIALS	2028072676	04/26/2013	1,545.77	05/13
	302	BAKER & TAYLOR CONT. SERVICE	ref & ad materials	5012529155	04/26/2013	100.74	05/13
	1277	SEBCO BOOKS	Sebco-Library Materials	186772	04/26/2013	43.36	05/13
	1290	GALE	GALE GROUP, LIBRARY LARGE PRIN	9906612	04/26/2013	173.93	05/13
	2643	SALEM PRESS, INC.	SALEM PRESS LIBRARY REF MATER	121195	04/26/2013	543.15	05/13
	3360	WI HISTORICAL SOCIETY	WI HISTORICAL SOCIETY LIBRARY R	0413WHS	04/26/2013	65.00	05/13
	3529	RECORDED BOOKS LLC	LIBRARY AUDIOBOOKS	74714522	04/26/2013	241.92	05/13
	4072	MICROMARKETING ASSOCIATES	MICROMARKETING LIBRARY MATERI	478859	04/26/2013	198.98	05/13
	4242	GREY HOUSE PUBLISHING	Library Reference Materials	867076	04/26/2013	202.50	05/13
	5630	AMAZON.COM/GE MONEY	AMAZON .COM LIBRARY MATERIALS	0413AMAZ1	04/26/2013	68.88	05/13
	7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY DVD'S & CI	90639776	04/26/2013	1,416.40	05/13

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	7754	CENGAGE LEARNING	CENGAGE LEARNING REF MATERIAL	99049638	04/26/2013	126.04	05/13
	8185	KNOWBUDDY	Knowbuddy Library Juvenile materials	0129216	04/26/2013	94.80	05/13
						4,821.47	*
Total FUND EXPENSES						7,158.70	
Total LIBRARY OPERATIONS FUND						7,158.70	
463-565641-298	CONTRACT SERVICES						
	2462	QUARLES & BRADY LLP	QUARLES REF # 180294.00021	1829101	03/25/2013	3,303.75	05/13
Total PLANNING COMMISSION						3,303.75	
Total 1992 TIF #3 FUND						3,303.75	
470-515100-801	2012 3.19M 2 Yr Street Project						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0007.01 2013 Burlington Stree	79875	04/10/2013	2,623.86	05/13
Total 470-515100						2,623.86	
470-525220-800	FD Parking Lot/Washington St						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0007.01 2013 Burlington Stree	79875	04/10/2013	1,117.57	05/13
Total 470-525220						1,117.57	
Total CAPITAL PROJ - INFRASTRUCTURE						3,741.43	
501-514900-000	ADMINISTRATIVE EXPENSES						
	8222	LABYRINTH HEALTHCARE GROUP	Monthly fee for Advocacy Serv	17535	04/20/2013	171.60	05/13
Total ADMINISTRATIVE						171.60	
Total SELF INSURANCE FUND						171.60	
821-181000	CONSTRUCTION IN PROGRESS						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0077.01 Phase II - WWTF Upg	79874	04/10/2013	26,252.50	05/13
821-575740-159	CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO WWTP	IMIL688747	04/10/2013	78.24	05/13
	117	ALSCO	ALSCO WWTP	IMIL671343	04/17/2013	73.49	05/13
	2973	USABlueBook	USA BLUEBOOK WWTP Cust No. 8571	930802	04/10/2013	179.79	05/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	2973	USABlueBook	USA BLUEBOOK WWTP Cust No. 8571	932094	04/11/2013	190.30	05/13
						521.82	*
621-575740-240	FUEL, OIL AND LUBRICANTS						
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	241606	04/12/2013	52.47	05/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	241628	04/12/2013	33.00	05/13
						85.47	*
621-575740-242	REPAIR, MAINTENANCE VEHICLES						
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	241540	04/11/2013	17.14	05/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	241606	04/12/2013	173.34	05/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	241628	04/12/2013	13.39	05/13
						203.87	*
621-575740-244	REPAIRS, MAINT EQUIPMENT						
	117	ALSCO	ALSCO WWTP	IMIL668747	04/10/2013	7.30	05/13
	117	ALSCO	ALSCO WWTP	IMIL671343	04/17/2013	7.30	05/13
	117	ALSCO	ALSCO WWTP	IMIL671344	04/17/2013	92.41	05/13
	500	BRUCE MUNICIPAL EQUIP. INC.	BRUCE MUNICIPAL EQUIP WWTP JE'	5131146	04/03/2013	652.65	05/13
	1563	J & T SUPPLY COMPANY	J & T SUPPLY CO WWTP SUPPLIES	11279	04/04/2013	19.48	05/13
	2590	REINEMANS, INC.	REINEMANS WWTP HARDWARE	21738	03/14/2013	24.80	05/13
	2973	USABlueBook	USA BLUEBOOK WWTP Cust No. 8571	934107	04/15/2013	245.53	05/13
	5164	DONERITE JANITORIAL SERV INC.	DONERITE APRIL CLEANING WWTP	2395	04/23/2013	1,080.00	05/13
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	241606	04/12/2013	8.64	05/13
						2,138.11	*
621-575740-248	PLANT OPERATION						
	1160	ENERGENECS, INC.	ENERGENECS INC SERVICE CALL- V	0026144-IN	04/12/2013	400.00	05/13
	1336	ONSET COMPUTER CORPORATION	Onset- hardware	14362	04/18/2013	473.00	05/13
	1951	MENARDS	MENARDS WWTP	17854	04/02/2013	94.94	05/13
						967.94	*
621-575740-249	LABORATORY						
	117	ALSCO	ALSCO WWTP	IMIL668747	04/10/2013	124.57	05/13
	117	ALSCO	ALSCO WWTP	IMIL671343	04/17/2013	4.57	05/13
	117	ALSCO	ALSCO WWTP	IMIL671344	04/17/2013	53.89	05/13
	2180	NCL OF WISCONSIN, INC	NCL Acct No. 6900 WWTP supplies	319577	04/08/2013	577.14	05/13
						760.17	*
621-575740-310	OFFICE SUPPLIES, POSTAGE						
	2470	QUILL CORPORATION	QUILL CORP WWTP SUPPLIES	1651197	04/03/2013	199.99	05/13
	2470	QUILL CORPORATION	QUILL CORP WWTP OFFICE SUPPLIE	1961715	04/16/2013	35.48	05/13
	8696	CANON SOLUTIONS AMERICA, INC	Copier - WWTP contract 1488622	4009317871	04/11/2013	39.00	05/13
						274.47	*
621-575740-342	DISINFECTION ULTRA VIOLET						
	7490	ASHBROOK SIMON - HARTLEY	ASHBROOK SIMON-HARTLEY WWTP	126099	04/05/2013	2,025.00	05/13
621-575740-374	SAFETY						
	390	BENDLIN FIRE EQUIP. CO., INC.	BENDLIN FIRE DEPT WWTP PRO-CH	79279	04/11/2013	255.00	05/13
621-575740-375	TV & SEAL SANITARY SEWER						
	1381	GREAT LAKES TV SEAL, INC	2013 Sanitary Sewer Inspection	15635	04/04/2013	8,940.61	05/13
Total WASTEWATER FUND EXPENSES						16,172.46	
Total WASTEWATER OPERATIONS FUND						42,424.96	
622-501070-000	WORK IN PROGRESS						
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0007.01 2013 Burlington Stree	79875	04/10/2013	1,117.57	05/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total 622-501070						1,117.57	
622-501503-000 MATERIALS & SUPPLIES MAIN INV							
	5721	HD SUPPLY WATERWORKS, LTD.	HD SUPPLY PARTS	6412814	03/29/2013	971.52	05/13
	5721	HD SUPPLY WATERWORKS, LTD.	HD main Inventory	6452416	03/29/2013	239.32	05/13
						1,210.84	*
Total 622-501503						1,210.84	
622-501505-000 HYDRANT INVENTORY-MAT & INVENT							
	5721	HD SUPPLY WATERWORKS, LTD.	HD SUPPLY PARTS	6412814	03/29/2013	182.78	05/13
Total 622-501505						182.78	
622-506230-000 SUPPLIES							
	390	BENDLIN FIRE EQUIP. CO., INC.	BENDLIN FIRE DEPT WATER PRO-CT	79278	04/11/2013	170.00	05/13
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO WATER #10	212318	03/26/2013	35.94	05/13
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO WATER #8	214744	04/08/2013	35.94	05/13
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO WATER #9	215792	04/17/2013	35.94	05/13
						277.82	*
Total 622-506230						277.82	
622-506250-000 MAINTENANCE-SUPPLIES							
	2723	SHERWIN-WILLIAMS	floor paint for well #10	5932-2	04/10/2013	196.98	05/13
	7120	STARNET TECHNOLOGIES	WELL #8 REPAIRS	12291	03/28/2013	292.70	05/13
	7691	SRS ROOFING & SHEET METAL, INC	SRS ROOFING WELL #9 ROOF REPAI	41470	04/08/2013	3,450.00	05/13
						3,939.68	*
Total 622-506250						3,939.68	
622-506320-000 OPERATION SUPPLIES, EXPENSE							
	3615	NORTHERN LAKE SERVICE, INC.	NORTHERN LAKE SERVICE WATER	230980	04/08/2013	630.00	05/13
Total 622-506320						630.00	
622-506510-000 MAINS, WATER BREAKS-SUPPLIES							
	3070	WANASEK CORPORATION	516 Westridge - Water Main Repair	2628	04/15/2013	2,916.04	05/13
	3070	WANASEK CORPORATION	WANASEK COLD PATCH	2630	04/15/2013	341.23	05/13
	5721	HD SUPPLY WATERWORKS, LTD.	HD SUPPLY PARTS	6412814	03/29/2013	95.46	05/13
						3,352.73	*
Total 622-506510						3,352.73	
622-506520-000 SERVICE-SUPPLIES							
	2590	REINEMANS, INC.	REINEMANS WATER DEPT	22081	03/19/2013	21.19	05/13
	2739	SOLOFRA PLUMBING INC.	Water Dept - 457 Pleasant St repairs	73689	04/02/2013	95.00	05/13

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	3070	WANASEK CORPORATION	457 Storle Ave - water lateral repair	2829	04/15/2013	5,167.21	05/13
	5721	HD SUPPLY WATERWORKS, LTD.	HD SUPPLY PARTS	6412814	03/29/2013	946.14	05/13
						6,229.54	*
Total 622-508520						6,229.54	
622-509030-000	OFFICE SUPPLIES						
	117	ALSCO	ALSCO WATER DEPT	IMIL668126	04/03/2013	27.47	05/13
	117	ALSCO	ALSCO WATER DEPT	IMIL668746	04/10/2013	27.47	05/13
	117	ALSCO	ALSCO WATER DEPT	IMIL671342	04/17/2013	27.47	05/13
	117	ALSCO	ALSCO WATER DEPT	IMIL673908	04/24/2013	27.47	05/13
	1370	GRAINGER	GRAINGER WATER SUPPLIES	9113224837	04/10/2013	62.35	05/13
						172.23	*
Total 622-509030						172.23	
622-509210-000	OFFICE SUPPLY						
	2590	REINEMANS, INC.	Reinemans - Supplies for credit card ma	21826	03/15/2013	10.87	05/13
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827	4009330850	04/11/2013	24.99	05/13
						35.86	*
Total 622-509210						35.86	
622-509230-000	OUTSIDE SERVICES						
	4069	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES- INSPECTION	201311	04/04/2013	926.25	05/13
Total 622-509230						926.25	
622-509350-000	GENERAL PLANT-SUPPLIES						
	117	ALSCO	ALSCO DPW - Water	IMIL668745	04/10/2013	40.16	05/13
	117	ALSCO	ALSCO DPW - Water	IMIL673907	04/24/2013	40.16	05/13
	5164	DONERITE JANITORIAL SERV INC.	DONERITE JANITORIAL MAY CLEANI	2396	04/23/2013	368.00	05/13
						448.32	*
Total 622-509350						448.32	
Total WATER UTILITY FUND						18,523.62	
623-575740-298	CONTRACT SERVICES						
	5538	MEISNER, GARY	MEISNER AIRPORT MANAGER APRIL	APRIL 2013	04/23/2013	309.00	05/13
	5538	MEISNER, GARY	MEISNER AIRPORT MANAGER MAY E	MAY 2013	05/07/2013	319.30	05/13
	6280	BURLINGTON DEVELOPMENT GROU	Reimbursable Outside Service - CleanIn	MAY2013	04/15/2013	350.00	05/13
	6280	BURLINGTON DEVELOPMENT GROU	TIME WARNER	MAY2013	04/15/2013	55.00	05/13
						1,033.30	*
623-575740-450	RENT						
	6280	BURLINGTON DEVELOPMENT GROU	BURLINGTON DEVELOPMENT GROU	MAY2013	04/15/2013	865.00	05/13
Total 623-575740						1,898.30	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total AIRPORT FUND						1,898.30	
Grand Total:						133,584.94	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Emp No	Name	21-01 MISC REIMB Emp Amt	22-00 MOVING EXP Emp Amt	-00 Emp Amt	23-01 MILEAGE Emp Amt	23-02 MEALS Emp Amt	23-03 OTHER TRAV Emp Amt	Total Amounts
100011282	WINDLE, CATHERINE A.	.00	.00	.00	2.49	.00	.00	2.49
100011287	DEQUAKER, STEVEN J.	.00	.00	.00	21.47	.00	.00	21.47
100041422	STERR, JACOB A	.00	.00	.00	.00	10.00	.00	10.00
100101125	BLINK, BENJAMIN R.	161.00	.00	.00	.00	.00	.00	161.00
Grand Totals:	4 Employees	161.00	.00	.00	23.96	10.00	.00	194.96



CITY OF BURLINGTON

Department of Public Works
Streets, Parks and Water Department
2200 S. Pine St., Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Committee of the Whole Item Number: 6	Date: May 7, 2013
Submitted By: Dan Jensen, Public Works Supervisor	Subject: Resolution 4611(1) to accept the proposal from Wachtel Tree Science for \$35,475 to conduct the City of Burlington's tree inventory, develop a database, provide employee training, and produce Urban Forestry Management and Emerald Ash Borer (EAB) Plans.

Details:

The City of Burlington wishes to hire Wachtel Tree Science and Service, Inc. for \$35,475 to develop an inventory and database of the trees in the city's urban forest, provide employee training, and produce Urban Forestry Management and Emerald Ash Borer (EAB) Plans. To develop a strategy to lessen the effects of an EAB infestation the Department of Public Works needs to determine the condition of the city's urban forest and the number of ash trees within our city right of ways and bordering edges of woods within our parks and green spaces.

The contracted work for this project will allow the city to better plan its urban forestry work as well as prepare for infestations of EAB and other diseases.

Staff recommends approval of this resolution.

Options & Alternatives:

The City could not award the project to Wachtel Tree Science and Service, Inc. and decline the DNR's awarded grant. It is unlikely that a tree inventory, management or EAB Plan would move forward without this grant. As a result the city would be less prepared to deal with the cost of an EAB infestation.

Financial Remarks:

The project's costs were included in the 2013 Public Works Department budget. The city will be reimbursed by the Department of Natural Resource for half its expenses for the work done by Watchtel Tree Science up to \$23,617.

Executive Action:

This item is for discussion at the May 7, 2013 Committee of the Whole meeting and is scheduled for the Common Council meeting the same night for consideration.

Resolution No. 4611(1)
Introduced by: Committee of the Whole

A RESOLUTION TO ACCEPT A BID PROPOSAL FROM WACHTEL TREE SCIENCE AND SERVICE, INC. FOR URBAN FORESTRY PROJECTS NOT TO EXCEED \$35,475

WHEREAS, on June 1, 2004 the Common Council did approve Resolution 3812(18), a Resolution Adopting a Purchasing Policy for the City of Burlington; and,

WHEREAS, the Purchasing Policy requires that all non-construction contracts exceeding \$15,000 are to be reviewed and approved by the Common Council; and,

WHEREAS, the City has need of Urban Forestry Services to include a tree inventory, employee training, Urban Forest Management and Emerald Ash Borer Action Plans, to be paid with funds allocated in the Department of Public Works 2013 budget and with half of expenses up to \$23,617 to be reimbursed back to the city from the Department of Natural Resources; and,

WHEREAS, under Resolution 4578(29) The City of Burlington authorized Dan Jensen, Department of Public Works Supervisor to act on its behalf to submit an application for an the awarded Urban Forestry Grant under s. 20.370, Wisconsin State Statutes, Chapter NR 47, Wisconsin Administrative Code, for the purpose of funding urban and community forestry projects under s. 20.370(5)(bw) and (1)(mv), Wisconsin State Statutes; and

WHEREAS, the City of Burlington sent develop bid packets, advertised for proposals for Urban Forestry Services and sent bid packets to three consultants; and

WHEREAS, one bid was received by the City which was opened and reviewed by City staff on Friday, March 22, 2013; and,

WHEREAS, the Department of Public Works Supervisor does recommend acceptance of the bid from Wachtel Tree Science and Service, Inc. to provide Urban Forestry Services for the amount of not to exceed \$35,475.00.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the bid to provide Urban Forestry Services for the amount of not to exceed \$35,475 hereby be awarded to Wachtel Tree Science and Service, Inc..

Introduced: May 7, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

Resolution No. 4578(29)
Introduced by: Committee of the Whole

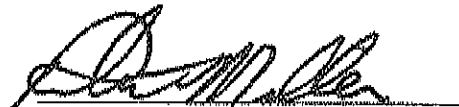
A RESOLUTION APPROVING THE SUBMITTAL OF AN APPLICATION FOR FINANCIAL ASSISTANCE FOR THE PURPOSE OF FUNDING URBAN FORESTRY PROJECTS WITH THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES

WHEREAS, under Resolution 4578(29) The City of Burlington hereby requests financial assistance under s. 20.370, Wisconsin State Statutes, Chapter NR 47, Wisconsin Administrative Code, for the purpose of funding urban and community forestry projects under s. 20.370(5)(bw) and (1)(mv), Wisconsin State Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington hereby authorizes that Dan Jensen, Department of Public Works Supervisor for the City of Burlington, an employee, act on its behalf to:

- submit an application to the Department of Natural Resources for financial assistance under s. 20.370, Wisconsin State Statutes, Chapter NR 47, Wisconsin Administrative Code;
- Sign necessary documents; and
- Submit a final report.

Introduced: October 2, 2012
Adopted: October 16, 2012


Robert Miller, Mayor

Attest:


Beverly R. Gill, City Clerk

PROPOSAL

I. Services Performed and Work Products Provided

GIS/Street/Park/Public Property Tree Inventory and Database

We will provide a comprehensive physical inventory of existing individual trees and vacant planting sites (for vacant sites that meet the criteria established by the City), in the public rights-of-way of paralleling streets. We will also inventory all existing trees within City green spaces, parks, lift stations, well houses and other public properties. On these properties, all trees within mowed or maintained areas will be inventoried. For standing woods, only trees within twenty-five (25) feet of maintained areas having an eight (8) inch or greater DBH will be inventoried.

We will utilize handheld pocket computers using ESRI ArcPad 7.0 and Wachtel's PinPoint 2.0 mobile tree inventory data collection system software. Inventory data will be seamless and compatible with the City's planned tree management GIS System.

Inventory data collected will include: tree/growth space ID#, inspection date, location (x, y coordinates), species, growth space size, DBH, height class, percent deadwood, condition rating, tree value (Council of Tree and Landscape Appraisers, 7th edition, basic formula method), maintenance need categories, work priority, clearance issues, overhead utilities present, special conditions, and general notes (see attached Street Tree Inventory Parameters and Codes for Tree Tally). We will provide a field for Year Planted, but it will be left blank for the City to populate.

Each tree will be located within 5 feet of its actual coordinate location. The City will provide a 2010 or newer digital orthophoto file (Mr. SID format, 6" pixel) and shapefiles containing parcels, rights-of-way, pavement edge, structure outlines and corporation limit boundaries. These files will be provided by the City. The City will also provide a parcel addressing and park/public property naming databases in order for our GIS consultant to perform a spatial join after the data is collected. This will provide the City with the ability to use collected data for each tree or vacant site location and have it referenced to the nearest street address or named park/public property in the Access database.

The City will provide a street map highlighting those streets, parks and public properties to be inventoried.

In the field "heads-up" digitizing of all tree locations and potential planting sites using existing digital orthophotography and/or GIS layers as reference with feature points linked to an Access 2003 database will be the method of data collection.

Proposal assumes 6,200 street sites (planted and vacant) and 1,200 park and public property trees. There may be State and County highway routes that pass through the City where street tree planting would not be appropriate.

Upon completion of the physical inventory, the City will receive two (2) shapefiles (STTREES) and (PARKTREE) and associated ACCESS databases from us. Data will be

PROPOSAL

Employee Training

Module #1 (Training Pruning)

We will provide eight (8) hours of instruction in tree biology and pruning training for up to eight (8) people. All training materials would be provided by us (printed handouts and video presentations) with the exception of chain saws, harnesses, lanyards, or vehicles.

Topics that would be covered include:

1. Tree biology
2. Tree structure and growth characteristics
3. Proper pruning techniques using the appropriate tools for the job at hand

The first half of the day would be classroom style. The afternoon would be hands on demonstrations with employees to reinforce knowledge gained during the morning. Work will be performed on both street and park trees.

Module #2 (Chain Saw Safety, PPE, and Felling Techniques)

We will provide two (2) hours of instruction in chain saw safety, personal protective equipment and saw maintenance training for up to 8 people. In this module we will also provide six (6) hours of felling technique demonstration on City trees located within the City.

Focus on felling to include:

1. Identifying hazards; the tree; the site
2. Preparing the felling site
3. Executing felling cuts
4. Retreat and clear zone
5. Bucking felled trees

A total of sixteen (16) hour of training will be provided with these two modules. Both training modules will be scheduled at a time agreeable and convenient to both parties.

Public Meetings

We will attend a total of two joint meetings with the City Parks Board and City Council. The first will be at the initiation of the project to inform the Park Board, City Council, and public of the goals and objectives of the project, to explain the process, and to answer any questions. The second meeting will be upon completion of the plans presenting the findings of the inventory, and to discuss the plans and their implementation.

PROPOSAL

database. This allows for the collected data for each tree to be uniformly referenced to the proper park/public property in the Access database.

4. Provide 2010 digitized orthophoto mapping (Mr. SID format, 6" pixel) and appropriate shapefiles (parcels, rights-of-way, pavement edge, structure outlines and corporation limit boundaries).
5. The timetable for the City to provide the requested information to Wachtel is:
 - 05/01/2013 for mapping and shapefiles needed for data collection

IV. Education, Experience, Certifications, etc.

Mr. John T. Gall, Certified Arborist and Certified Municipal Specialist (WI-0249AM) will be the project manager, direct contact and majority contributor to the project. (See Curriculum Vitae for qualifications and experience) Other staff contemplated being involved in the project include:

Dan Barwinski – Certified Arborist (WI-0716A), BS Urban Forestry, UW-Stevens Point Experience: Summers of 2005 and 2006 street tree data collection for City of Milwaukee GIS inventory. Approximately 20,000 sites inventoried. Fall 2008, assisted John Gall with completion of street tree data collection for the City of Beloit. 2009-2010 street tree data collection for the City of Madison, City of Middleton, Village of Fox Point, Village of Whitefish Bay and the Village of Bayside GIS inventories utilizing Wachtel's PinPoint 2.0 data collection software.

Nathan Schuettpelz - Certified Arborist (WI-0887A), BS Urban Forestry and Forestry Administration and Utilization, UW-Stevens Point. Experience: Campus tree inventory data collection at UWSP using Wachtel's PinPoint data collection software; 2010-2012 street tree data collection for the City of Beloit, City of Franklin, City of Cudahy, City of Hartford, City of Middleton, and the City of Oconomowoc GIS inventories utilizing Wachtel's PinPoint 2.0 data collection software. Crew leader for several specimen tree inventories prior to commercial development of sites.

V. References

2010

Village of Bayside (pop. 4,232) \$16,900

Mr. Alex Henderson, Community Services Director
9075 Regent Road
Bayside, WI 53217
(414)351-8811

- GIS Street (3,686 records) and Park/Municipal Property Tree Inventory (346 records)
- ACCESS 2003 street tree and park/municipal property databases created and GIS collected data submitted to Kapur & Associates for conversion to ESRI ArcGIS system to be added to newly created GIS application

PROPOSAL

- desktop application for public tree management
- Street/Park Tree Inventory Report

Village of Richfield (pop. 11,500) \$11,800

Mr. Joshua Schoemann, Village Administrator
4128 Hubertus Road
Hubertus, WI 53033
(262)628-2260

- GIS complete Park Tree Inventory (933 records)
- ACCESS 2003 tree database with GIS collected data submitted to Crispell-Snyder for conversion to ArcGIS file format to create a desktop application for park tree management
- Park Tree Inventory Report including plot sampling (1/20th acre) for (4) Conservancy Parks including Tree Stocking Inventory Report
- Development of Emerald Ash Borer Readiness Plan, including various management option scenarios

Village of Thiensville (pop. 3,036) \$10,450

Mr. Andy Lafond, Director of Public Works
250 Elm Street
Thiensville, WI 53092
(262)242-3720

- GIS complete Street/Park/Municipal Property Tree Inventory (1538 records)
- ACCESS 2003 street/park/municipal property tree databases created and GIS collected data submitted to Ruekert/Mielke for conversion to MapGuide file format to be added to existing Village MapGuide Web based application
- Street/Park/Municipal Property Tree Inventory Report and Management Plan
- Development of Emerald Ash Borer Readiness Plan, including various management option scenarios
- Staff training in tree biology, pruning and felling techniques

Village of Whitefish Bay (pop. 13,584) \$34,400

Mr. Kevin Kaegi, Supt. of Public Works, Parks and Forestry
5300 N. Marlborough Drive
Whitefish Bay, WI 53217
(414)962-6690

- GIS Street Tree Inventory (8,857 records)
- ACCESS 2003 street tree database created and GIS collected data submitted to Ruekert/Mielke for conversion to MapGuide file format to be added to a newly created Village MapGuide Web based application
- EAB Readiness Plan and Inventory Report

PROPOSAL

2011 (cont.)

- GIS complete Street Tree Inventory (5,184 records)
- ACCESS 2003 street tree database with GIS collected data submitted to Ruekert/Mielke for conversion to ArcGIS file format to update existing Village application for public tree management

Village of Winneconne (pop. 2,401) \$3,790

Chris Hardy, P.E., Public Works Director

30 South 1st Street

Winneconne, WI 53027

(920)582-4381

- GIS complete Park/Municipal Property Tree Inventory (584 records)
- ACCESS 2003 tree database with GIS collected shapefile data submitted to Village for future use for application to be created for public tree management
- Creation of interactive map in PDF format to locate trees points and tree ID's that can be cross-referenced with tree information contained in an EXCEL tree database

2012

Village of DeForest (pop. 8,500) \$22,700

Ms. Kelli Bialkowski, Director of Parks, Recreation & Natural Resources

306 DeForest Street

DeForest, WI 53532

(608)846-6751

- Update and expansion of previous GIS Street/Park/Municipal Property Tree Inventory (4,677 records)
- ACCESS 2003 street/park/municipal property tree databases created and GIS collected data submitted to Ruekert/Mielke for conversion to MapGuide file format to be added to existing Village MapGuide Web based application
- Street/Park/Municipal Property Tree Inventory Report and Management Plan
- Update of previously developed of Emerald Ash Borer Readiness Plan, including various management option scenarios

City of Beloit (pop. 37,710) \$4,980

Mr. Bruce Slagoski, Streets Manager

2351 Springbrook Court

Beloit, WI 53511

(608)364-2929

- Update of GIS Street/Park Tree Inventory that was performed in 2008; adding newer planted trees; partial inventory of municipal golf course (1,486 records)

PROPOSAL

VIII. Alternate Pricing Item

Tree Management Tools, Data Input and Training

These proposed internet based tools will provide City staff with simple on-line forms to manage tree records collected as part of the inventory effort, as well as future plantings. The tree records will be imported into a standard GIS web application interface that can be expanded in the future to include various other municipal layers such as property records, zoning, flood plain, utilities (sanitary & storm sewer, water supply), signage, street lighting, sewer backup records, sewer televising videos and inspection forms, water main break locations, crime & accident records, and pavement condition ratings. Query and reporting tools will provide the ability to quickly see the location of specific tree species (e.g. ash) by tree diameter and/or condition rating, the maintenance priority needs for work order purposes, and the tabulation of tree valuations.

The following is a scope of services for the Tree Management Tools.

GIS Web Based application – Hosted by Ruekert/Mielke, Inc.

Requires access to the internet from a Windows based computer with Internet Explorer.

Base layers will include:

1. Parcels
2. Color Orthophotography (aerial image) - most recent available
3. Street Trees
4. Park/Public Property Trees

Tree Management Tools will include:

1. Edit tree attribute data
2. Add maintenance record for a tree
3. Add a tree
4. Remove a tree
5. Tree data report to include:
 - Attribute detail of selected street or park/municipal property trees
 - Summary total of diameter and tree value
 - Percent of species type for list in report
6. Custom data filtering queries from drop down lists of attributes (Species, Primary Maintenance Priority, Size Range, Condition Range)
7. Treatment options for Emerald Ash Borer, Dutch Elm, Linden Borer, Oak Wilt

Lump Sum Cost for Web Based: \$4,950.00

Staff Training for GIS: 2 hours of training to be conducted after the web application is completed. Training can be held at the City (\$650) or at Ruekert/Mielke (\$300). Alternatively, training can be provided remotely through a web based meeting using WebEx for \$300.



CITY OF BURLINGTON

Department of Public Works

Street & Park and Water Divisions
2200 S. Pine Street, Burlington, WI 53105
(262) 539-3770 / (262) 539-3773
www.burlington-wi.gov

BID FORM

- A. Bidders shall submit their BIDS on this form prepared for the purpose of identifying the cost for deliverable services to provide the City. Prices shall be in writing and in figures. Specific information for each item as stated in Request for Proposal.

1. Geographical Information System (GIS) Tree inventory and database:

Twentyfour thousand two hundred twenty five \$ 24,225.00

2. Urban Forestry Management Plan:

Five thousand two hundred \$ 5,200.00

3. Emerald Ash Borer Management Plan:

Three thousand one hundred \$ 3,100.00

4. Employee Training:

Two thousand nine hundred fifty \$ 2,950.00

TOTAL PROJECT COST \$ 35,475.00

Thirty five thousand four hundred seventy five

Wachtel Tree Science and Service, Inc.

P.O. Box 716

Merton, WI 53056-0716

Signed

John Ball, Special Projects Coordinator

Date

March 11, 2013

JOHN T. GALL

Certified Arborist, #WI-0249AM

Certified Municipal Specialist



Education:

B.S. - Purdue University, 1972
Major - Forest Management

M.S. - Purdue University, 1973
Major - Urban Forestry

Areas of Specialty:

GIS Inventories and Inventory Systems
Urban Forest/Park Management Plans
Tree Ordinance/Policy Development
Hazard Tree Evaluation
Tree Planting Plans and Specifications
Site Assessment for Tree Preservation

Experience:

Turf Technician - Indianapolis Department of Parks and Recreation, 1974
City Forester - City of Springfield, Ohio, 1974 - 1988
Superintendent of Forestry and Grounds - City of West Allis, Wisconsin, 1988 - 1994
Operations Manager - Associated American Landscape Services, Inc., 1994 - 2000
Director of Sales - Associated American Landscape Services, Inc., 2000 - 2002
International Society of Arboriculture Certified Arborist - Municipal Specialist/Special Projects Coordinator - Wachtel Tree Science and Service, Inc., 2002 - present

Selected Projects:

Authored Opportunities in Urban Forestry in the State of Indiana: Academic, Research and Extension Responsibilities of Purdue University in the Area of Urban Forestry. 1973 (M.S. Urban Forestry Research Project)

Authored Why an Urban Forest - Springfield Magazine, October 1976

Developed or reviewed Municipal Tree Ordinances, Arboricultural Specifications and Standards of Practice, and Tree Preservation Ordinances - City of Springfield, Ohio, City of Franklin, Village of Hartland, Town of Madison, City of New Berlin, Village of Thiensville, and Village of Waunakee

Wrote Urban Forest or Park Management Plans - Village of Belgium, Village of DeForest, City of Franklin, City of Greenfield, Town of Greenville, Village of Hales Corners, Village of Hartland, Village of Little Chute, Town of Madison, City of Monona, City of New Berlin, City of Plymouth, City of Port Washington, Village of Richfield, Village of Thiensville, and Village of Waunakee

Directed public tree data collection and GIS interface conversion using Pocket PC technology with ArcPad - Village of Bayside, City of Beloit, City of Cudahy, Village of Deerfield, Village of DeForest, Village of Elm Grove, Forest Home Cemetery-Milwaukee, Village of Fox Point, City of Franklin, Village of Germantown, City of Greenfield, City of Hartford, Village of Hartland, Village of Little Chute, City of Madison, Town of Madison, Village of McFarland, City of Middleton, City of Monona, City of New Berlin, City of Plymouth, Village of Richfield, Village of Richfield, Village of Waunakee, City of West Bend, and Village of Whitefish Bay

Coordinated/Inventoried tree preservation projects – *WinterPark subdivision (Greenfield), Bavarian Woods subdivision (Germantown), Lake Country Lutheran High School (Hartland), Milwaukee Protestant Home (Mequon), Aldi Foods (Greenfield), Divine Savior Lutheran Church (Delafield), Wildwood Preserve (Mequon), Meijer Properties (Sussex and Kenosha)*

Development of Emerald Ash Borer Readiness Plans – *City of Cudahy, Village of DeForest, Village of Elm Grove, Village of Germantown, City of New Berlin, City of Middleton, City of Oconomowoc, Village of Richfield, Village of Thiensville, and Village of Whitefish Bay*

Contract Village Forester – *Village of Fox Point* – 2009 to present

Development of Emerald Ash Borer Implementation Plans (including specification writing and contract administration) – *Village of Fox Point and Village of Whitefish Bay* – 2011 to present

County Coordinator for DNR Gypsy Moth Suppression Program - *Milwaukee, Washington, and Waukesha Counties*

Awards:

Wisconsin Arborist Association's - Past Presidents Award - 1995
Wisconsin Arborist Association's - Distinguished Service Award - 1998
Wisconsin Arborist Association's - Honorary Life Membership - 2003

Affiliations:

Illinois Arborist Association – Current member

International Society of Arboriculture – Current member

Society of Commercial Arboriculture – Current member

Society of Municipal Arborists
Vice President and Executive Board - 1981 to 1982
Regular Member - 1976 to 1994; 2011 to present

Tree Care Industry Association – Current member

Wisconsin Arborist Association – Honorary Life Member
Past-President – 1994 to 1995
Previous Research Trust Liaison to the International Society of Arboriculture
Chapter Research Trust Liaison -1996 to 2002
Board of Directors - 1992 to 1996 and 2000 to 2002
Delegate to the WI Green Industry Economic Survey Committee – 2002 to 2005

Wisconsin Urban Forestry Council (UFC) – Wisconsin Arborist Association
Representative – Current

Wisconsin Land Information Association – Current member

Wisconsin Dept. of Natural Resources – UFC Representative on Species Advisory Group
for Invasive Plants

CITY OF BURLINGTON - Street Tree Inventory Parameters & Codes for Tree Tally

Tree/Growthspace Unique ID #

Inspection Date

Street Name from database provided by City

House Number from database provided by City

Species Type **Common is Default**
By SPP code

Year Planted

i.e. 1999, 2000, etc.

Default

Growthspace Size

- 1 = Open
- 2 = 0-3'
- 3 = 3-5'
- 4 = 5'+
- 5 = Boxout
- 6 = Ditch
- 7 = Median

Diameter (DBH)

By Inch

Default

Height Class

- 1 = N/A
- 2 = 0-15'
- 3 = 15-30'
- 4 = 30-60'
- 5 = 60+

Deadwood Present

0-100%
(5% increments)

Condition Rating

0-100%
(5% increments)

Default

Maintenance Needs (Primary)

- 1 = Plant
- 2 = Remove
- 3 = Safety Prune
- 4 = Routine Prune
- 5 = Training Prune
- 6 = Watch
- 7 = Cable & Prune
- 8 = Girdling Root
- 9 = Remove Stump
- 10 = Remove Stakes
- 11 = Tree Heaving walk/curb

Maintenance Needs (Secondary)

- 1 = N/A **Default**
- 2 = Routine Prune
- 3 = Training Prune
- 4 = Watch
- 5 = Cable & Prune
- 6 = Girdling Root
- 7 = Remove Stakes
- 8 = Tree Heaving walk/curb

Work Priority (Priority Rating)

- 1 = OK **Default**
- 2 = Work needs to be completed in the next year for safety reasons (removals, cabling, safety pruning or tree health)
- 3 = Work to be completed over the next 2-3 years that is currently not presenting a major hazard but will prevent future problems (clearance, deadwood, training prune)
- 4 = Work to be completed over the next 5 years so the problem does not become a hazard or monitor to be sure condition doesn't become worse. (crown restoration pruning, crown cleaning pruning, rejuvenation)

Clearance for Street Trees

- 1 = OK **Default**
- 2 = Traffic
- 3 = Signs/Lights
- 4 = Walk
- 5 = Potential View Obstruction

Utilities Present

- 1 = None **Default**
- 2 = Electric
- 3 = Telephone/Cable
- 4 = Both

Special Conditions

Key attributes for the particular tree that was inventoried

General Notes/Comments

Incl. insects/diseases observed

CITY OF BURLINGTON
Park/Public Property Tree Inventory Parameters & Codes for Tree Tally

Tree Unique ID #

Inspection Date

Species Type

Common is Default
 By SPP code

Year Planted

i.e. 1999, 2000, etc.

Diameter (DBH)

By Inch

Height Class

- 1 = N/A
- 2 = 0-15'
- 3 = 15-30'
- 4 = 30-60'
- 5 = 60+

Deadwood Present

0-100%
 (5% increments)

Condition Rating

0-100%
 (5% increments)

Maintenance Needs (Primary)

- 1 = Plant
- 2 = Remove
- 3 = Safety Prune
- 4 = Routine Prune
- 5 = Training Prune
- 6 = Watch
- 7 = Cable & Prune
- 8 = Girdling Root
- 9 = Remove Stump
- 10 = Remove Stakes
- 11 = Tree Heaving walk/curb

Maintenance Needs (Secondary)

- 1 = N/A
- 2 = Routine Prune
- 3 = Training Prune
- 4 = Watch
- 5 = Cable & Prune
- 6 = Girdling Root
- 7 = Remove Stakes
- 8 = Tree Heaving walk/curb

Work Priority

- 1 = OK
- 2 = Work needs to be completed in the next year for safety reasons (removals, cabling, safety pruning or tree health)
- 3 = Work to be completed over the next 2-3 years that is currently not presenting a major hazard but will prevent future problems (clearance, deadwood, training prune)
- 4 = Work to be completed over the next 5 years so the problem does not become a hazard or monitor to be sure condition doesn't become worse. (crown restoration pruning, crown cleaning pruning, rejuvenation)

Utilities Present

- 1 = None
- 2 = Electric
- 3 = Telephone/Cable
- 4 = Both
- 5 = Underground

Default

Special Conditions

Key attributes for the particular tree that was inventoried

General Notes

Parks__

Lists Park/Public Property Names that were inventoried

PINPOINT TREE INVENTORY SYSTEM

Abbreviations for Special Conditions

BS	Basal Suckers
BW	Basal Wound
CC	Concreted Cavity
C/D	Cavity/Decay
CD	Crown Dieback
CR	Consider Removal
CT	Codominant Trunks/Stems
DFP	Decay Fungi Present
DL	Dead Leader
DP	Deep Planting
DW	Deadwood (2"+)
HG	Hanger
IA	Invasives Around
IB	Included Bark
IM	Improperly Mulched
IP	Improperly Pruned
LB	Low Branched
LC	Low Crotched
LLD	Large Leader Decay
LML	Lost Main Limb/Leader
LN	Leaning
LS	Lightning Struck
MD	Mechanical Damage
MS	Multi-stemmed
ND	Nutrient Deficiency
OG	Overgrowing Growspace
OS	Overshadowed
PL	Poor Location
PP	Pest Problem
PS	Poor Structure
RD	Root Damage
RP	Raised Planter
RR	Root Rot
SP	Suckers Present
TP	Topped
TS	Trunk Split
TW	Trunk Wound
UP	Utility Pruned
WA	Wooded Area
WG	Weak Growth

WHO IS WACHTEL TREE SCIENCE?

We are the oldest locally owned tree care company in Wisconsin, having celebrated 75 years of service in 2010. Our staff is comprised of 25 Certified Arborists, 3 Board Certified Master Arborists and 1 Municipal Specialist with a combined tree care experience of over 480 years. Besides being a full service tree care company, we provide a myriad of consulting services.

WHO WOULD USE THESE CONSULTING SERVICES?

- Municipalities and government agencies
- Insurance companies
- Engineering firms
- Developers & builders
- Corporations
- Building owners and managers
- Architects
- Attorneys

WHAT CONSULTING SERVICES DO WE OFFER?

- Urban forest management and strategic plans
- Street tree, park, cemetery and landscape inventories
- Development of various tree ordinances
- Street Tree planting plans and specifications
- Grant proposal preparation
- Hazard tree assessment
- Tree preservation identification, specifications and compliance
- Emerald Ash Borer Readiness Plans and Implementation
- Gypsy Moth coordination and management
- Tree appraisals
- Expert Witness testimony
- Original landscape designs, artwork and publishing
- Training in any arboricultural or landscape aspect
- Oak wilt surveys

SOME OF OUR PAST AND CURRENT CLIENTS

City of Adams	Village of Germantown	City of Monona
City of Ashland	City of Greenfield	City of New Berlin
Village of Bayside	Town of Greenville	City of Oconomowoc
Village of Belgium	Village of Hales Corners	City of Plymouth
City of Beloit	City of Hartford	City of Port Washington
Village of Butler	Village of Hartland	Village of Richfield
City of Cudahy	Village of Little Chute	Village of River Hills
Village of Deerfield	City of Madison	Village of Thiensville
Village of DeForest	Town of Madison	Village of Wauconda, IL
Village of Elm Grove	Village of McFarland	Village of Waunakee
Forest Home Cemetery	City of Middleton	City of West Bend
Village of Fox Point	City of Mequon	Village of Whitefish Bay
City of Franklin	Milwaukee Metro Sewerage Dist.	Village of Winneconne

AFFILIATIONS

- International Society of Arboriculture
- Tree Care Industry Association – Accredited Company
- National Arbor Day Foundation
- Wisconsin Arborist Association
- Illinois Arborist Association
- Society of Commercial Arboriculture
- Society of Municipal Arborists
- Wisconsin Green Industry Federation
- Wisconsin Landscape Contractors Association
- Wisconsin Land Information Association



CERTIFICATE OF LIABILITY INSURANCE

OP ID: BH

DATE (MM/DD/YYYY)

03/05/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER First Associated Ins. Agency 12465 Burleigh Road Brookfield, WI 53005-3193 Timothy F. Stolz		262-786-2540 262-786-6441	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: WACHTT1		FAX (A/C, No):
INSURED Wachtel Tree Science & Service P. O. Box 716 Merton, WI 53056-0716	INSURER(S) AFFORDING COVERAGE			NAIC #	
	INSURER A: Cincinnati Ins. Co.			10677	
	INSURER B: Market Insurance Company				
	INSURER C:				
	INSURER D:				
	INSURER E:				
INSURER F:					

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			ENP0018834	04/15/10	04/15/13	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
		GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							
A	AUTOMOBILE LIABILITY			EBA0018804	04/15/12	04/15/13	COMBINED SINGLE LIMIT (Ea accident)	\$ 500,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input checked="" type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS							\$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS							\$
								\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			ENP0018834	04/15/10	04/15/13	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$ 1,000,000
	<input type="checkbox"/> DEDUCTIBLE							\$
	<input checked="" type="checkbox"/> RETENTION \$ 0							\$
								\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC1921166	06/09/12	06/09/13	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A				E.L. EACH ACCIDENT	\$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 100,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
B	Professional Errors & Omissions			MG836003	11/21/12	11/21/13	Per Claim	1,000,000
							Aggregate	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, If more space is required)

CERTIFICATE HOLDER**CANCELLATION**

CITYBUR City of Burlington 2200 S Pine Street Burlington, WI 53105	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Timothy F. Stolz

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CITY OF BURLINGTON

Department of Public Works
Streets, Parks and Water Department
2200 S. Pine St., Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Committee of the Whole Number: 8	Date: May 7, 2013
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4613(3) to consider authorizing SSA Design Group, Inc. to submit an application for a Wisconsin Department of Natural Resources Grant for Wehmoff Jucker Park Improvements

Details: The Park Board and City Staff have been working together to implement various recommendations from the City's Parks and Open Space Master Plan. Among the items which were considered a high priority, improvements at Wehmoff Jucker Park were identified in our plan. Those improvements would include the installation of shoreline stabilization materials similar to that installed at Riverside Park last year. Additionally, a bike rack and trail head would be installed along with paths connecting the trail to the existing pavilions.

This resolution would approve an application for grant proceeds from both the Department of Natural Resources Stewardship Grant and Recreational Trails Act Grant funds. The project would not move forward unless the funds are awarded from these grants. The City has again worked with the SAA Design Group to develop plans and submit the application materials for this project, per the Park Board's direction.

Options & Alternatives: The City has a wide variety of alternatives as it relates to park improvements. The grant application for improvements to Wehmoff Jucker Park are the result of the City's updated Comprehensive Parks, Open Space, and Trails Plan which was adopted in 2010. This project ranks as a high priority project in our plan, and was selected by the Park Board for design and construction, contingent upon receipt of grant funding. The updated comprehensive plan includes a variety of projects which can be considered by the council. Other projects could be chosen for the pursuit of grant funding over the project outlined above if they met the grant requirements and the Council desired.

Financial Remarks: The Comprehensive Parks, Open Space and Trails Plan indicates an estimated cost of \$255,458 for this project. The project expenses would be split with 50% of funds coming from grant dollars and 50% of the funds coming from the Park Development Fund.

Executive Action:

This item is for discussion at the May 7, 2013 Committee of the Whole meeting and consideration at the Common Council meeting the same night.

**A RESOLUTION TO AUTHORIZE SSA DESIGN GROUP, INC. TO SUBMIT A GRANT
APPLICATION TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR
IMPROVEMENTS TO WEHMHOF JUCKER PARK IMPROVEMENTS**

WHEREAS, the City of Burlington is interested in developing lands for public outdoor recreation purposes as described in an application to the Wisconsin Department of Natural Resources (WI DNR); and,

WHEREAS, financial aid is required to carry out the project; and,

WHEREAS, the City of Burlington has budgeted a sum sufficient to complete said projects or acquisitions.

NOW THEREFORE, BE IT RESOLVED that the City of Burlington hereby authorizes Blake Theisen, Project Manager/Park Planner of SAA Design Group, Inc., to act on behalf of the City of Burlington to:

1. Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
2. Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
3. Submit signed documents; and
4. Take necessary action to undertake, direct and complete the approval project.

BE IT FURTHER RESOLVED that the City of Burlington will comply with state or federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Introduced: May 7, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

Wehmhoff-Jucker Park Trailhead Improvements and Shoreline Restoration

Wisconsin DNR Stewardship/RTA Grant 2013

PROJECT DESCRIPTION

The City of Burlington was developed around its natural amenities – the Fox and White Rivers. Wehmhoff-Jucker Park sits at a prime location adjacent to Downtown Burlington at the confluence of these two important rivers. In the city's Comprehensive Outdoor Recreation Plan (adopted in 2010), two of the issues cited were the need to improve bicycle facilities and the need to have a regional perspective on open space protection. The (Racine County) Seven Waters Bike Trail enters Burlington from the northwest at Wehmhoff-Jucker Park but the park is currently underutilized as a gateway to the city, particularly due to the shoreline erosion that has taken place over the past ten years and the lack of trailhead facilities and signage.

This project will improve trailhead facilities at Wehmhoff-Jucker Park, which provides direct access from Downtown Burlington to almost 40 miles of off-road bicycle routes. The development of an attractive and functional trailhead adjacent to Downtown Burlington will not only encourage use of the White River State Trail to the south and the Seven Waters Bike Trail to the northeast, but will also enable the park to become an attractive destination in itself. Interpretive and wayfinding signage, secure bicycle parking, and an ADA-accessible path from the parking lot to the park pavilion will be installed as part of this project. The project will also install riprap along the shoreline from North Wisconsin Street around the river bend to the trail bridge leading west to Fox Street. This shoreline has receded nearly 7.5 feet over the past ten years which equates to a sediment deposit of approximately 436 tons (see Appendix E). Native plants will be used along the river bank to create fish and wildlife habitat, to establish an aesthetic, natural boundary along the shore, and to prevent geese from overrunning the park. The project will improve park safety and make it an increasingly functional and attractive destination for residents and visitors alike.

The proposed improvements will build off of one another to make Wehmhoff-Jucker Park a valuable and functional piece of the city's parks and trails system. Providing interpretive signage will educate park users about the history of Burlington, the ecological importance of the confluence area, and the function of the shoreline stabilization and restoration. Directional signage will guide visitors along the trail to downtown, the White River and Seven Waters Trails, and to other community points of interest. Secure bicycle parking will allow users to explore the park and walk downtown to visit its shops and historic buildings. The proposed path will create a safe connection the parking lot with the pavilion, making it ADA accessible. The shoreline improvements will enhance water quality in the Fox River, which travels over 400 miles through Wisconsin and Illinois to the Mississippi River downstream of the park. The project will also mitigate some flooding concerns in surrounding neighborhoods, restore native flora and fauna, and improve safety in the park.

The area will be open to the public and still accessible via existing roads and trails. Project design will commence in 2013 and construction is expected to be completed in 2014. The project will be partially funded by the city as part of the 2014 CIP and the area will continue to be maintained by the City of Burlington.

BACKGROUND SUMMARY

This project was discussed during the development of the city's CORP in 2010. A recurring theme during interviews was that trail signage is not adequate to lead users to city points of interest or to regional trails. Wehmhoff-Jucker Park is seen as an essential node of activity given its location near Downtown Burlington and at the entrance to the city for users of the Seven Waters Bike Trail. Lack of accessibility in the park was also discussed in public meetings. The shoreline in Wehmhoff-Jucker Park was noted as deteriorating and as an eyesore. It is especially visible due to its location. Shoreline stabilization took place just upriver from the project site in Benson Park and additional stabilization has taken place downriver. In 2011, Riverside Park (directly across the river) was stabilized under this same grant program. This portion of the shoreline was noted as the final piece in the puzzle.

The adopted CORP references this project in several locations, including on page 3-20 and 4-3, and in Appendix A. The bike rack is prioritized as a Level 1 project, while the shoreline restoration is Level 2, and the ADA-accessible sidewalk connection is Level 3. Local and regional land management plans call for improved trail connections, wayfinding signage, and protection of ground and surface water resources.

Wehmhoff-Jucker Park's amenities and proximity to downtown make it very popular for hosting events, picnicking, wildlife viewing, bicycling, walking, and participating in active sports such as basketball and sand volleyball. The park contains a busy multi-use trail that connects the White River State Trail and the Seven Waters Bike Trail and is located just across the Fox River from Downtown Burlington. Users typically access the park via the trail or by using the automobile entrance on the south side of the park. Despite its popularity, the park's unique location at the confluence of the Fox and White Rivers and Downtown Burlington is not apparent to visitors. This project will improve the park in such a way that it becomes a celebrated community asset, an attractive gateway for visitors, and a functional piece of the natural environment.

A resolution supporting this project was on the Committee of the Whole Agenda for April. However, there were not enough members present for a quorum, so the resolution will be adopted at the May committee meeting. See attached draft resolution document.



CITY OF BURLINGTON

Department of Public Works
Streets, Parks and Water Department
2200 S. Pine St., Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Committee of the Whole Number: 9	Date: May 7, 2013
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4614(4) to consider authorizing SSA Design Group, Inc. to submit an application for a Wisconsin Department of Natural Resources Grant for improvements to the Sunset Park Trail.

Details:

The Park Board and City Staff have been working together to implement various recommendations from the City's Parks and Open Space Master Plan. Among the items that were considered a high priority was utilizing the Beloit Street Pedestrian Way to extend our trail system to the current City Limits. This would allow for an extension to the Racine/Walworth County Line, where we could coordinate a future extension to the White River Trail. The White River Trail is a multi-purpose trail connecting Burlington to Lake Geneva that currently terminates at a trail head on Spring Prairie Road.

Establishing a connection would allow bikers an easier and safer access to the City of Burlington and access to our trail system which eventually connects to the Racine County trail. Improving safety would encourage additional visitors which currently utilize the White River Trail, but stop at its current trailhead due to unsafe road connections into the City limits via State Highway 36 and Spring Prairie Road.

Per the Park Board's direction, City Staff engage SAA Design Group to develop plans and submit a grant application for Wisconsin Department of Natural Resources Stewardship and Recreational Trails Act grant proceeds. The project will not move forward unless the grant application is successful.

Options & Alternatives: The City has a wide variety of alternatives as it relates to park improvements. The grant application for the Sunset Trail improvements are the result of the City's updated Comprehensive Parks, Open Space, and Trails Plan which was adopted in 2010. This project ranks as a high priority project in our plan, and was selected by the Park Board for design and construction, contingent upon receipt of grant funding. The updated comprehensive plan includes a variety of projects which can be considered by the council. Other projects could be chosen for the pursuit of grant funding over the project outlined above if they met the grant requirements and the Council desired.

Financial Remarks: The estimated budget for this project is \$317,000 with 50% of the funding coming from the Park Development Fund and 50% of the funding coming from grant funds, if we are awarded this project.

Executive Action:

This item is for discussion at the May 7, 2013 Committee of the Whole meeting and consideration at the Common Council meeting the same night.

**A RESOLUTION TO AUTHORIZE SSA DESIGN GROUP, INC. TO SUBMIT A GRANT
APPLICATION TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR
SUNSET PARK TRAIL IMPROVEMENTS**

WHEREAS, the City of Burlington is interested in acquiring a Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control urban stormwater runoff pollution sources (as described in the application and pursuit to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153, and 155); and

WHEREAS, financial aid is required to carry out the project; and

WHEREAS, the City of Burlington has budgeted a sum sufficient to complete said projects or acquisitions.

NOW THEREFORE, BE IT RESOLVED that the City of Burlington hereby authorizes Blake Theisen, Project Manager/Park Planner of SAA Design Group, Inc., to act on behalf of the City of Burlington to:

1. Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
2. Sign a grant agreement between the City of Burlington and the Department of Natural Resources;
3. Submit reimbursement claims along with necessary supporting documentation;
4. Submit signed documents; and
5. Take necessary action to undertake, direct and complete the approval project.

BE IT FURTHER RESOLVED that the City of Burlington will comply with state or federal laws, regulations, and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Introduced: May 7, 2013
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

Burlington Trail System Improvements (Sunset Park)

Wisconsin DNR Stewardship/RTA Grant 2013

PROJECT DESCRIPTION

The Village of Burlington is fortunate to have an excellent parks system. One of the main issues cited in the city's comprehensive outdoor recreation plan (adopted in 2010) was the need for additional bicycle and pedestrian trails that connect to existing city and regional trails. This project will develop a ½ mile public multi-use path from Sunset Park west to the city boundary. It will extend the city's off-road trail system to the southwest, setting the stage for a final connection between the White River State Trail and the Seven Waters Bike Trail. It will add 5% to the city's off-road path network, will provide access to over 35 miles of currently existing off-road bicycle routes, and will help establish a link between the cities of Elkhorn and Racine via Racine County's 100-mile bike trail (see maps). The trail will also provide safe bicycle and pedestrian access to Burlington Junior High School and the Dr. Edward G. Dyer School from surrounding residential neighborhoods.

Sunset Park hosts little league baseball games throughout the spring, summer, and fall seasons and also provides high-quality open space for local residents. The park is currently accessible to bicycles from the north and east via both on and off-route routes. An overgrown right-of-way (ROW) connects the park to a single and multi-family neighborhood and to two local schools to the west. The ROW is often used by pedestrians and schoolchildren to access the park.

This project will construct a ½-mile, 10' wide multi-use path from the eastern edge of Sunset Park west to the City of Burlington boundary using the existing ROW. Currently, the ROW is an overgrown corridor (see photo). The path will begin where Sheldon Street meets the southeastern park boundary and will continue west along the ROW to the city boundary (see map). The project will establish a safe connection between the Seven Waters Bike Trail and the White River State Trail. Currently, users of the White River Trail must proceed on a busy north-south collector road (Spring Valley Rd.) for almost ¾ mile then get on State Route 36, the main route for traffic from Lake Geneva, for nearly a mile before connecting to local roads for the final ½ mile to the park. Because existing paths run through the city center, establishing this connection will provide easy access to Downtown Burlington's shops, businesses, parks, and community facilities and will bring money into the city from trail users. The increase in tourism will not be limited to Burlington, but will also reach municipalities to the east and west as the trail's popularity continues to swell.

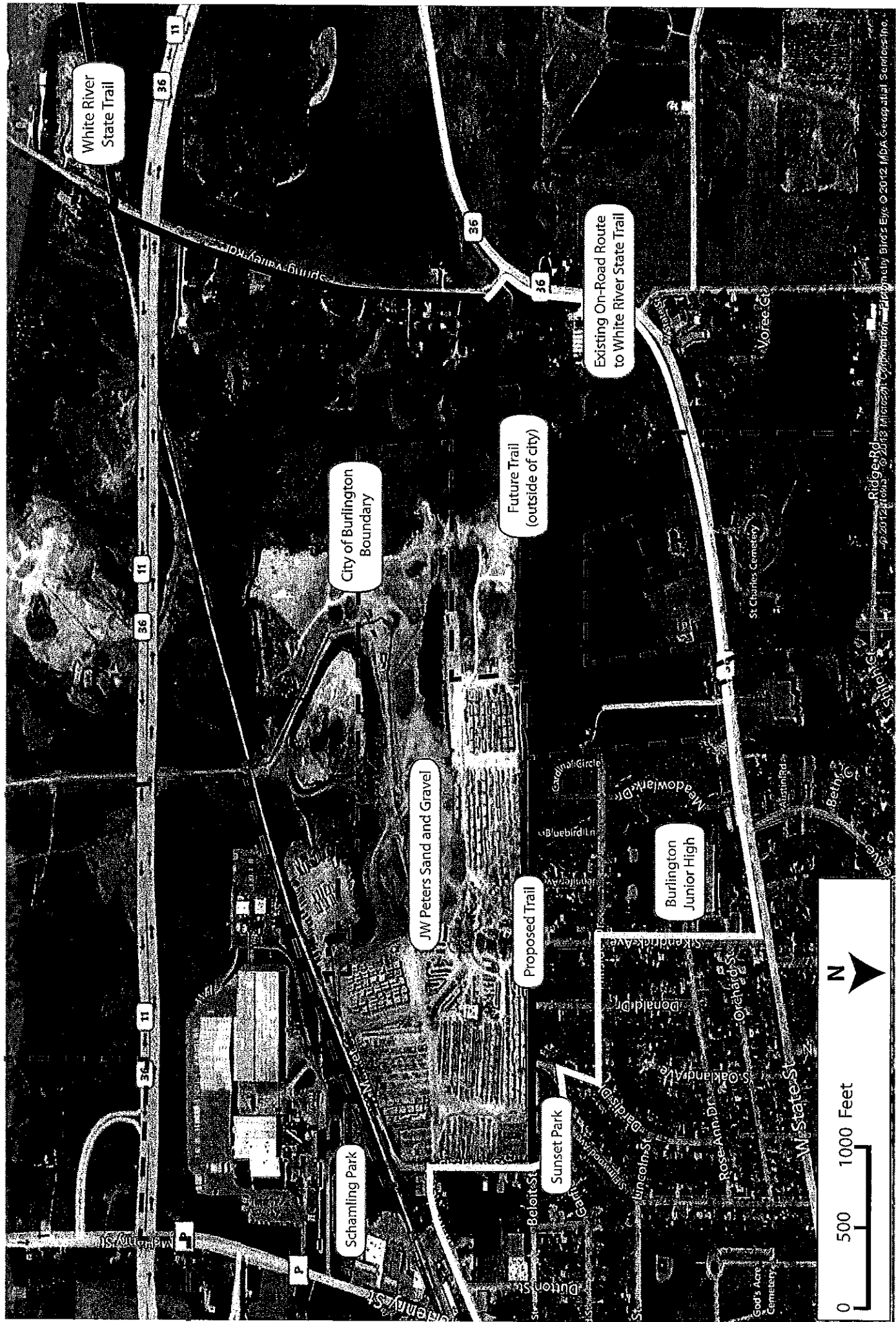
The project will also provide a convenient path for residents and schoolchildren who currently use the ROW to access the park from the two neighborhood schools and from their homes. The trail will be open to the public and is expected to receive a great deal of use due to its prime location. Connecting the trail proposed in this project to the White River Trail west of the City of Burlington boundary is a key issue (see map). However, the state has shown interest in completing this connection and the city has secured a trail easement to locate the route on the property to the west of the city boundary. These partnerships are important to the success of this project.

Project design will commence in 2013 and construction is expected to be completed in 2014. The project will be partially funded by the city as part of the 2014 CIP. The trail will be maintained by the City of Burlington, which successfully maintains over 10 miles of multi-use trails. The adopted CORP references this project in several locations, including the trails system map, Chapter 3.4, Appendix A, and is prioritized as Level 1 in Chapter 4. It is also mentioned on Racine County bike maps for the White River State Trail, the Seven Waters Bike Trail, and the 100 Mile Trail. Local and regional land management plans identify this corridor as vital to the regional and state trails network and recognize outdoor recreation as important to the economic and social well-being of Burlington and surrounding areas.

BACKGROUND SUMMARY

This project was discussed during formulation of the city's CORP in 2010. A recurring theme during public meetings was the lack of connection between city trails and regional trails (see attachment). City residents and staff showed a strong interest in developing this corridor into a multi-use trail particularly because STH 36 is not safe or accommodating for cyclists. Because the route is in an existing ROW, there is no need for land acquisition. The corridor is also well-suited to this development because it offers a direct route that also connects to various points of interest in the city.

Burlington, WI | Trail Development | Site Development Plan





CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Committee of the Whole Item: 10	Date: May 7, 2013
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion --- to approve a Certificate of Appropriateness and Sign Permit for 336 N. Pine Street (RAW Salon).

Details:

The applicant is requesting a Certificate of Appropriateness and a Sign Permit as follows:

- The installation of one (1) overhanging sign which measures 4' X 2' (8 square feet in area) hung from a bracket. The sign is made of solid PVC composite materials and measuring 12+/- feet high as measured from the bottom of the sign to the sidewalk. The color of the sign is black with white lettering and a gold-colored sign border.
- The proposed awning is to extend across the length of the first floor building facing N. Pine Street. The awning is about 4' tall, 3' in depth, and 21.58' long and has a 10.3"+/- valance with signage. The awning appears to be solid black with white signage lettering.
- The awning valance (lower portion of the awning) appears to have white lettering reading "RAW SALON and SPA". The letters are about 8"+/- tall and the sign length is about 15.75+/- feet.

The Historic Preservation Commission approved the Certificate of Appropriateness, Sign Permit and a Façade Grant at their April 25, 2013.

Financial Remarks:

The estimated project cost is \$950. A Façade Grant was approved by the HPC the grant in the amount of \$250 with the remainder funded by the owner.

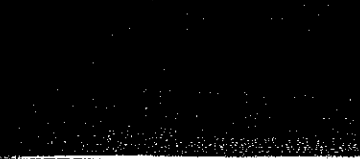
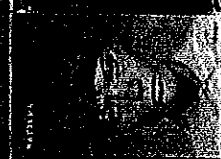
Executive Action:

This item is for discussion at the May 7, 2013 Committee of the Whole meeting and scheduled for the Common Council meeting the same night for consideration.

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